

16 March 2022

Dear Mr. Gomes,

**Subject: 7th Operational Phase (OP7) - GEF Small Grants Programme Core Funds Grant Allocation-Second Tranche**

In accordance with the OP7 SGP Project Document, I am pleased to inform you that we are hereby issuing a second tranche of grant allocation of US\$ 250,000 for the SGP Guinea-Bissau to implement grant making from the OP7 SGP Core resources.

You are kindly reminded that utilization of these resources should be in line with the priorities and approaches identified and approved under the OP7 Country Programme Strategy (CPS). In line with the approved CPS, you are encouraged to reflect on the SGP's COVID-19 guidance note as well as relevant policies and strategies of UNDP, GEF, government and others, and coordinate closely with all stakeholders in providing relevant support to the local communities for green and blue recovery efforts.

Please also note that, this is the second grant allocation for OP7, and subject to quality delivery of the first and second grant allocation, SGP Country Programmes may have further opportunity to receive additional OP7 Core resources during the third and fourth fiscal years although with special consideration to SIDS/LDCs, while countries with significant STAR resources may prioritize the utilization of OP7 STAR funds. The allocation of such additional resources will be subject to available resources and based on assessment of demonstrated capacity and evidence for grant commitment, delivery and programmatic results, timely update of SGP database and AMR reporting, optimum leverage of cofinancing and partnerships, etc. Please refer to Annex 1 for detailed information and guidance on programming SGP resources.

We count on your commitment and efforts, as well as guidance and support of the NSC members, including the UNDP Country Office and the GEF Operational Focal Point and other country stakeholders and partners for the successful implementation of the OP7 SGP Country Programme Strategy with concrete benefits for the global environment and local livelihood, with special focus on social inclusion of the vulnerable population.

Should you have any questions, please do not hesitate to contact the relevant RFP directly. Kindly note that we have copied this letter to the UNDP Resident Representative for their kind information and support. You are also advised to share this letter with the NSC members for their information.



Yoko Watanabe  
Global Manager  
GEF Small Grants Programme

Mr. Aliu Gomes  
SGP National Coordinator  
Guinea-Bissau

CC:  
Mr. Tjark Egenhoff  
UNDP Resident Representative  
Guinea-Bissau

## ANNEX 1

- Please record projects according to the following Operational Phase Grant Years, depending on when the project is approved by the National Steering Committee (NSC):
  - o OP7 Year 2: 1 July 2021 - 30 June 2022
  - o OP7 Year 3: 1 July 2022 – 30 June 2023
- Please mark on the database that projects are funded by GEF Core for monitoring purposes. In addition to entering new projects information, please check information of the past projects and ensure that they are also accurate and up- to-date, including completion dates. Ensure strategic and cost effective grant making based on the agreed Country Programme Strategy.
- The National Steering Committee (NSC) approval date and the Memorandum of Agreement (MOA) signature date of each grant approved should be recorded in the database. Timely and correct reporting of grant approvals and MOA signings are key responsibilities of the National/Sub-Regional Coordinator (NC) and Program Assistant.
- Update the database within 2 working days following approval by the NSC of new grants. Please be sure that you identify the project as not yet active, until the relevant MOA is duly signed by the UNDP Resident Representative (RR). Please also upload the signed MOAs in the database as soon as they are signed by the RR. When the MOAs are signed, the project database entry must be updated as active/operational. This will allow us to monitor the grant commitment and disbursement more accurately and where warranted, to take remedial actions in a timely fashion.
- For project numbering, please follow the regular code for projects under OP7 Core grant allocation.
- Raise co-financing (both cash and in-kind) at the project level with an objective of reaching an average 1:1 ratio, for all the projects. Information on project level co-financing should be entered in the relevant sections of the SGP database. It is noted that not all projects may be able to reach the desired cofinancing ratio due to lower capacity, and this should be considered as average. Active resource mobilization at the programme level can also cover shortfalls in meeting the ratio at project levels.