



environmental affairs

Department:  
Environmental Affairs  
REPUBLIC OF SOUTH AFRICA



South African Entity  
of the Adaptation Fund  
and Green Climate Fund



**SANBI**  
Biodiversity for Life  
South African National Biodiversity Institute

## Workshop Report

**Workshop Title:** National stakeholder workshop to inform the design of a GCF small grants project

**Date:** 16 February 2017 (09:00 – 16:00)

**Venue:** Gauteng, Birchwood Hotel & OR Tambo Conference Centre

**Workshop Facilitators:** Dr. Mandy Barnett (SANBI) and Mpfunzeni Tshindane (SANBI)

**Report compiled by:** Mpfunzeni Tshindane (SANBI) and Michael Jennings (SANBI)

### Summary:

A national stakeholder workshop was convened as part of the stakeholder consultation process for the development of the South African National Biodiversity Institute's (SANBI's) first Green Climate Fund (GCF) project: a small grant's facility for climate change adaptation. The workshop was attended by 67 stakeholders representing national and local government, multi-lateral organisations, academia, the private sector, NGOs and community-based organisations. The intention of the workshop was to allow institutions that have distributed or received small grants in South Africa to share challenges and success stories. The constructive discussions held based on these stories will inform the design of the SANBI-led GCF small grants facility.

NO.	AGENDA ITEM	PRESENTATION & DISCUSSIONS
1.	<p><b>Welcome, introductions and purpose</b></p> <p><b>Unpacking the Green Climate Fund in South Africa and SANBI's accreditation</b></p>	<p>Dr Mandy Barnett from the South African National Biodiversity Institute (SANBI) welcomed everyone to the workshop. This was followed by conducting a round of introductions by all present.</p> <p>Dr Barnett proceeded to explain the purpose of the workshop, noting that as of October 2016, SANBI is one of only two national entities in the country accredited with the Green Climate Fund (GCF), and one of the 48 globally Accredited Entities. Dr Barnett noted that SANBI submitted an Enhanced Direct Access (EDA) Concept Note to the GCF after a call for proposals was issued in June 2016. After approval of the Concept Note by the GCF, Dr Barnett indicated that SANBI is in the process of developing a full Funding Proposal for submission to the GCF. Part of this full Funding Proposal development includes consulting with national stakeholders involved in small grant making in South Africa. As such, Dr Barnett explained that the purpose of the workshop was to share the GCF small grants Project Concept with stakeholders, and gather learning experiences from those involved in issuing and receiving small</p>

		grants in South Africa. Dr Barnett noted that the outcome of the workshop will inform SANBI's design of its GCF small grants facility project.
<b>2.</b>	<b>National Policy Context</b>	<p>Mr Tlou Ramaru from the National Department of Environmental Affairs (DEA) gave a brief overview of South Africa's policy context as related to climate change adaptation, and the relevant planning and response approaches. Mr Ramaru indicated that much of the climate change adaptation work in South Africa is driven by the National Climate Change Response Policy (NCCRP) and the National Adaptation Strategy (NAS). The NCCRP's vision is to transition South Africa to a lower carbon and climate resilient society.</p> <p>Mr Ramaru explained that adaptation planning and responses in South Africa are also informed by impact analyses and observed climate changes and scientific projections, such as the Long Term Adaptation Scenarios (LTAS). Impact analyses have been conducted for different sectors including the Water, Agriculture &amp; Forestry, Human Settlements, Marine Fisheries and the Biodiversity sectors. The outcomes of these assessments have led to different cross-sectorial scenario adaptation plans, as well as adaptation programmes and projects that are being implemented (See Annex 1).</p>
<b>3.</b>	<b>Introduction to SANBI's GCF EDA Project Proposal</b>	<p>Mr Michael Jennings from SANBI gave an overview SANBI's a Small Grants Facility (SGF) project funded by the Adaptation Fund which is currently under implementation. He mentioned that the project "<i>Taking Adaptation to the Ground: A Small Grants Facility for enabling local level responses to climate change</i>" is a \$ 2.5 million project which is aimed at providing at least 12 small grant to NGOs/CBOs to design and implement adaptation projects in the Namakwa and Mopani District Municipalities. Mr Jennings indicated that to date eight small grant projects have been approved and three more are in an advanced stage of development. Mr Jennings briefly profiled each of the approved projects by highlighting their objectives and adaptation responses (See Annex 2).</p> <p>Mr Jennings indicated that SANBI submitted a Concept Note to the GCF titled "<i>Enhancing South Africa's Community Adaptation Small Grants Facility</i>", which was approved. He indicated that it is a \$10 million project which aims to provide at least fifty small grants to NGOs/CBOs, valued at approximately \$100,000 each. Mr Jennings mentioned that DEA and SANBI are working towards identifying at least three District Municipalities in at least three new provinces to enhance and scale up the Small Grants Facility project currently funded by the Adaptation Fund.</p> <p>Mr Jennings noted that small grants projects will be approved based on eligibility criteria and a due diligence process. Furthermore, Mr Jennings highlighted that</p>



		<p>certain sectors/investment windows will be prioritised, and that these could include Climate Smart Agriculture, Climate Resilient Livelihoods, Climate Proof Settlements, Human Health, Ecosystem-based Adaptation, Early Warning and/or Disaster Management. Additionally, it was noted that a number of different financing mechanisms are being considered, including micro and umbrella granting.</p> <p>In conclusion, Mr Jennings mentioned that the Adaptation Fund SGF project has already given SANBI and its project partner’s valuable lessons which will inform the design of the enhanced SGF project funded through the GCF. Some of the important lessons learned which will be incorporated into the design of the project include:</p> <ul style="list-style-type: none"> <li>• providing appropriate on-site localised support to small grants recipients;</li> <li>• unlocking municipal support and building linkages with the local economic development programmes of work; and</li> <li>• building partnerships with the Department of Environmental Affairs’ municipal support programme.</li> </ul> <p>A number of questions were posed for consideration in the group discussions scheduled for later in the day, including:</p> <ul style="list-style-type: none"> <li>• What small granting modalities work best?</li> <li>• How can small grant making processes be streamlined?</li> <li>• How can decision making processes be streamlined?</li> <li>• How do we ensure long-term sustainability?</li> </ul>
<p><b>4.</b></p>	<p><b>Learning from experiences: Donors and Intermediaries Panel</b></p>	<p>Presentations to gather learning experiences from project donors and intermediaries involved in small grant making, governance of small grants, and monitoring and evaluation processes were given by five organisations. The presenters were Mr Carl Wesselink from SouthSouthNorth, Ms Anele Moyo from United Nations Development Programme, Ms Annie Sugrue from Luhlaza Foundation, Ms Nikara Mahadeo from Wildlands and Ms Nikki-Stuart Thompson from CHoiCe Trust (See Annex 3). The presenters shared implementation successes and challenges faced around:</p> <ul style="list-style-type: none"> <li>• Project governance</li> <li>• Monitoring and Evaluation</li> <li>• Cash flow</li> <li>• Small grant recipients technical and financial reporting</li> <li>• Communication</li> <li>• Identifying projects</li> <li>• Language</li> <li>• Capacity development</li> </ul>

		<ul style="list-style-type: none"> <li>• Procurement guidelines</li> <li>• Project development (from concept to full proposals)</li> </ul> <p>A Panel Discussion followed the presentations, and questions and answers focussed on the importance of simplifying grant making and reporting processes, the value of adaptive management practices, and the need to measure the impact of the small grant interventions at the local level.</p>
6.	<b>Learning from experiences: Beneficiaries Panel</b>	<p>Presentations to gather learning experiences from project beneficiaries and grant recipients who have implementing small grant projects were given by four organisations. The presenters were Ms Nyasha Chagwanda from World Vision South Africa, Mr Jacob Matloa from Mmalero Farmers' Cooperative, Ms Mary Raletsoane from Setsoto Women's Empowerment Group and Ms Patience Chawane from Tsogang Water &amp; Sanitation (See Annex 4). The presenters shared implementation successes and challenges faced around:</p> <ul style="list-style-type: none"> <li>• Building local partnerships</li> <li>• Community ownership of the project</li> <li>• Support from intermediaries (e.g. Facilitating Agency)</li> <li>• Project development</li> <li>• Communication delays</li> <li>• Managing community expectations</li> <li>• Reporting on technical and financial progress</li> <li>• Procurement policies conflict</li> <li>• Monitoring and Evaluation</li> <li>• Mentoring and coaching</li> <li>• Briefing sessions and introduction to application forms</li> <li>• Capacity development</li> <li>• Delays in project approval or rejection process</li> </ul> <p>A Panel Discussion followed the presentations, and questions and answers focussed on how best to motivate community members to become involved in small grant projects, the importance of the projects being community drive, and the need for support (from government and donors) in implementing projects at the local level.</p>
5.	<b>Sharing Implementation Experiences – Group Work</b>	<p>Workshop participants were divided into groups and asked to consider innovations that could be incorporated into the enhanced Small Grants facility project. The ideas from the five groups included:</p> <ul style="list-style-type: none"> <li>• Engaging with applicants prior to the submission of proposals (to assist in developing the proposals and particularly the budget) and the use of user-friendly application forms in local languages.</li> </ul>



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		<ul style="list-style-type: none"> <li>• Allowing proposals to be submitted via video, and including technical people on the project decision making committee to provide technical input when projects are considered for approval.</li> <li>• Undertaking site visits when proposals are considered, or video interviews during which questions can be addressed, and using photograph-based reporting to monitor implementation progress.</li> <li>• Building capacity through dedicated support staff and peer-to-peer learning, using one theme (such as water) in a geographic region to build resilience in that particular sector, and opening an investment at the start of the project period, to re-capitalise the project when the period ends.</li> <li>• Simplifying financial/procurement rules (such not requiring a separate bank account or three quotes).</li> </ul>
6.	<b>Closure and way forward</b>	<p>Dr Barnett thanked all participants and indicated that the inputs gathered from the workshop be valuable in designing the GCF's small grants facility project. Dr Barnett invited workshop participants to complete an information gathering sheet to further document their experiences in small grant projects. Dr Barnett indicated that SANBI and DEA were aiming to submit the full project proposal in mid-2017.</p>

**Annexes:**

Annex 1: Setting the scene – National Policy Context presentation

Annex 2: Introducing the GCF EDA Project presentation

Annex 3: Learning from experiences – Donor presentations

Annex 4: Learning from experiences – Beneficiaries presentations

Annex 5: Summary of information gathering sheets findings

Annex 6: Attendance register