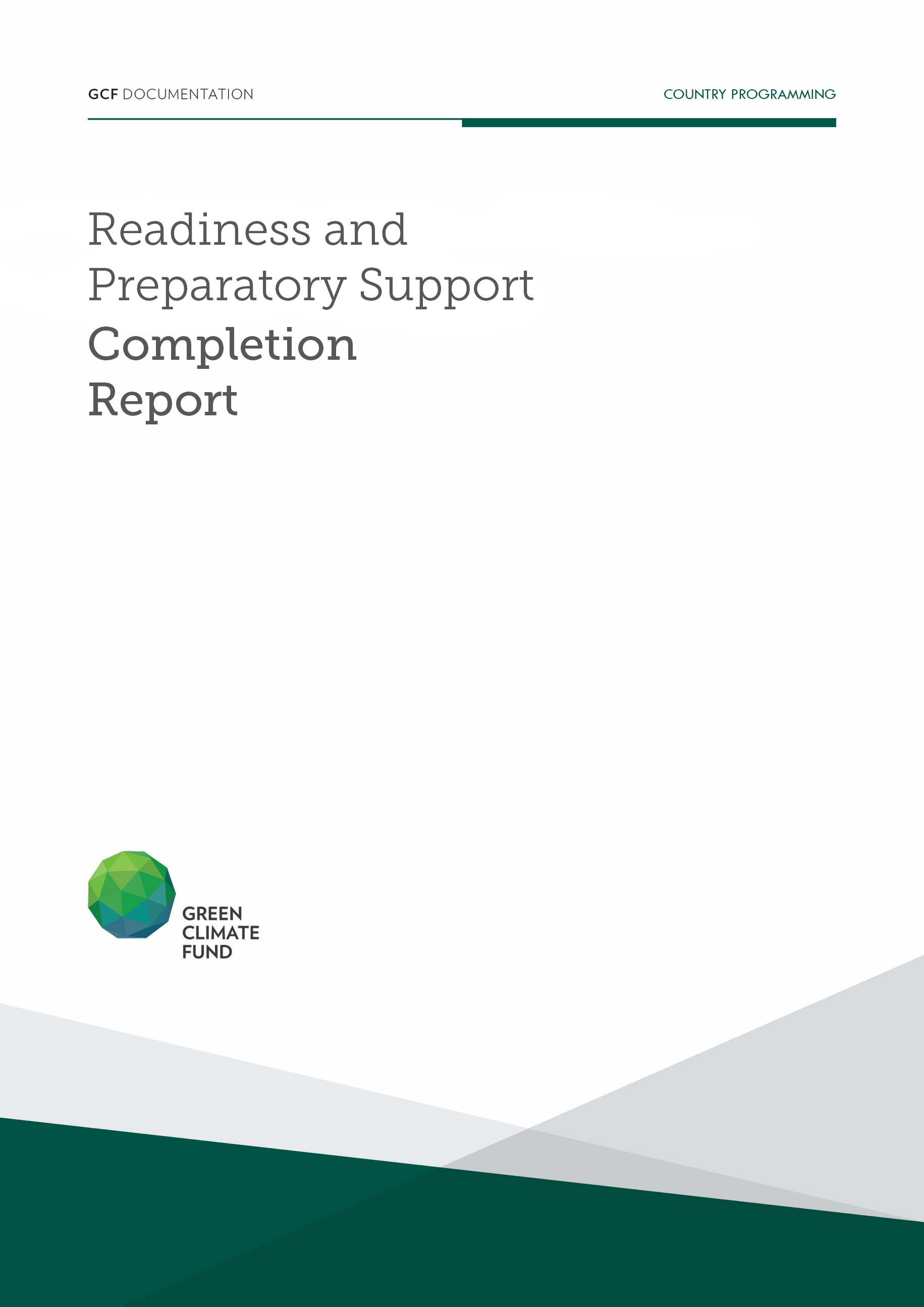
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**Grant Agreement Number (XXX-RS-###)**

**NDA/Delivery Partner Name**

**Sections in this report:**

* Section 1: General Information
* Section 2: Reporting on Country Readiness Logical Framework
* Section 3: Actual Implementation Timetable
* Section 4: Expenditure Reporting
* Section 5: Procurement
* Annex: Final Disbursement Request Form

For more information, please refer to the GCF Readiness and Preparatory Support Programme guidebook available [online](https://www.greenclimate.fund/how-we-work/empowering-countries). Please submit the Completion Report to [opm@gcfund.org](mailto:opm@gcfund.org).

Project completion report should be prepared and signed by Delivery Partner (DP) and/or National Designated Authority (NDA).

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| **Name and Title (DP):**  **Position:** | **Signature:** | **Date:** |
| **Name and Title (NDA):**  **Position:** | **Signature:** | **Date:** |

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| **FOR GREEN CLIMATE FUND’S SECRETARIAT USE ONLY** | | |
| Received by: | *Signature* | *Date*  *(DD-MM-YYYY)* |

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| **EXECUTIVE SUMMARY** |
| Please highlight crucial aspects of the PCR on the following:  Main achievements; key deliverables; lessons; best practices; risks and measures undertaken to address these.  (Less than half a page) |

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| **SECTION 1: GENERAL INFORMATION**  This section provides information on completing the General Information of the Readiness Support Completion Report template. | |
| 1. **Country** | Example: Antigua and Barbuda |
| 1. **Grant agreement number** | Example: ATG-RS-001 (refer to Grant Agreement) |
| 1. **Date of grant agreement signed** | Click or tap to enter a date. |
| 1. **Grant effectiveness date** | Example: Effective Date: 24/03/2016 (refer to Grant Agreement) |
| 1. **Date of 1st disbursement received from GCF** | Click or tap to enter a date. |
| 1. **Project completion[[1]](#footnote-2) date** | Click or tap to enter a date. |
| 1. **Planned/Actual date of financial completion[[2]](#footnote-3)** | **Planned:** Click or tap to enter a date. / **Actual:** Click or tap to enter a date. |
| 1. **Planned/Actual project duration** | Please provide the planned and actual project duration if they differ.  Example: **Planned project duration:** 12 months / **Actual project duration:** 14 months |
| 1. **Total approved grant amount** | Choose an item. Example: USD 300,000 |
| 1. **Disbursement from GCF made to date to Delivery Partner or NDA** | Choose an item. Example: USD 250,000 |
| 1. **Final disbursements from GCF to Delivery Partner or NDA to be requested (if any)** | Choose an item. Example: USD 50,000 |
| 1. **Final Unspent Balance Refund from Delivery Partner or NDA to GCF  (if any)** |  |

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| **SECTION 2: REPORTING ON COUNTRY READINESS LOGICAL FRAMEWORK**  This section requires an overview of key achievements and deliverables in implementing the Readiness Support activities. Any key deliverables to the agreed outputs should be submitted  with the project completion report. |

| **Outcome 1: Country capacity strengthened** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outcome narrative:** Please provide a brief summary of the outcome achieved. | | | | | | | | |
| **Outputs** | **Activities** | **Post-completion targets achieved** | **Progress against baseline** | **Indicators** | **Milestones and deliverables achieved[[3]](#footnote-4)** | **Variance explanation** | **Qualitative assessment of activities undertaken** | **Lessons learned and best practices** |
| **[Example]**  **1.1 NDA/focal point lead effective coordination mechanism** | **[Example]**  1.1.1 Develop operational guidelines/manuals for the functioning of the NDA, including a procedure to establish an effective coordination mechanism  1.1.2 *etc* | Please rate the status of targets achieved after completion of activities in the scale 0 to 2, against the baseline and the proposed targets in the proposal. | Please provide a brief summary of the new baseline scenario at the post-completion stage. | Based on your approved proposal, please outline the key indicators. | Please state the milestones and deliverables achieved as agreed in the Grant Agreement. **[Example]**  Deliverable: An operational manual defining and describing NDA’s roles and functions | In this column, identify and explain the reasons for the difference, if any, between a planned activity and the corresponding actual activity that took place. | In this column, summarize some of the qualitative results achieved through activities undertaken. | Please summarize the key lessons learned and best practices which can be replicated or taken to scale. |
| 1.1 NDA/focal point lead effective coordination mechanism | *.* | Choose an item. |  |  |  |  |  |  |
| 1.2 No objection procedure established and implemented |  | Choose an item. |  |  |  |  |  |  |
| 1.3 Bilateral agreements between the country and the GCF executed |  | Choose an item. |  |  |  |  |  |  |
| 1.4 Monitoring, oversight and streamlining of climate finance |  | Choose an item. |  |  |  |  |  |  |

**3**

| **Outcome 2: Country Programme Established** | | | | | | | | |
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| **Outcome narrative:** Please provide a brief summary of the outcome achieved. | | | | | | | | |
| **Outputs** | **Activities** | **Post-completion targets achieved** | **Progress against baseline** | **Indicators** | **Milestones and deliverables achieved[[4]](#footnote-5)** | **Variance explanation** | **Qualitative assessment of activities undertaken** | **Lessons learned and best practices** |
| 2.1 Stakeholders engaged in consultative processes |  | Choose an item. |  |  |  |  |  |  |
| 2.2 Country programmes, including adaptation priorities, developed and continuously updated |  | Choose an item. |  |  |  |  |  |  |
| 2.3 Stakeholder consultations conducted with equal representation of women |  | Choose an item. |  |  |  |  |  |  |
| 2.4 Annual participatory review of GCF portfolio in the country organized |  | Choose an item. |  |  |  |  |  |  |

| **Outcome 3: Direct access realized** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outcome narrative:** Please provide a brief summary of the outcome achieved. | | | | | | | | |
| **Outputs** | **Activities** | **Post-completion targets achieved** | **Progress against baseline** | **Indicators** | **Milestones and deliverables achieved[[5]](#footnote-6)** | **Variance explanation** | **Qualitative assessment of activities undertaken** | **Lessons learned and best practices** |
| 3.1 Candidate entities identified and nominated for accreditation |  | Choose an item. |  |  |  |  |  |  |
| 3.2 Direct access entity accredited |  | Choose an item. |  |  |  |  |  |  |
| 3.3 Entity/ies annual/multi-annual work programme developed |  | Choose an item. |  |  |  |  |  |  |
| 3.4 Funding proposals through enhanced direct access modality approved |  | Choose an item. |  |  |  |  |  |  |

| **Outcome 4: Access to finance** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outcome narrative:** Please provide a brief summary of the outcome achieved. | | | | | | | | |
| **Outputs** | **Activities** | **Post-completion targets achieved** | **Progress against baseline** | **Indicators** | **Milestones and deliverables achieved[[6]](#footnote-7)** | **Variance explanation** | **Qualitative assessment of activities undertaken** | **Lessons learned and best practices** |
| 4.1 Structured dialogue between the NDA/Accredited Entities and the GCF Secretariat organized |  | Choose an item. |  |  |  |  |  |  |
| 4.2 Country programmes, concept notes, including on adaptation, developed that implement high-impact priorities identified in INDCs and other national strategies or plans |  | Choose an item. |  |  |  |  |  |  |
| 4.3 Project/programme preparation support, including for adaptation, to develop funding proposals provided |  | Choose an item. |  |  |  |  |  |  |
| 4.4 Funding proposals, including for adaptation, that are aligned with country priorities approved |  | Choose an item. |  |  |  |  |  |  |

| **Outcome 5: Private sector mobilization** | | | | | | | | |
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| **Outcome narrative:** Please provide a brief summary of the outcome achieved. | | | | | | | | |
| **Outputs** | **Activities** | **Post-completion targets achieved** | **Progress against baseline** | **Indicators** | **Milestones and deliverables achieved[[7]](#footnote-8)** | **Variance explanation** | **Qualitative assessment of activities undertaken** | **Lessons learned and best practices** |
| 5.1 Private sector engaged in country consultative processes |  | Choose an item. |  |  |  |  |  |  |
| 5.2 Enabling environment for crowding-in private sector investments at national, regional and international levels exists |  | Choose an item. |  |  |  |  |  |  |
| 5.3 Funding proposals for private sector projects/programmes, including for adaptation, approved by GCF Board |  | Choose an item. |  |  |  |  |  |  |
| 5.4 Funding proposals under the Private Sector Facility programmes (small- and medium-sized enterprises and mobilizing funds at scale) submitted and approved by GCF Board |  | Choose an item. |  |  |  |  |  |  |

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| **SECTION 3: ACTUAL IMPLEMENTATION TIMETABLE**  Please provide an update of the overall timeline of the Readiness Support activities and deliverables described in the outcomes in the below Gantt chart according to the actual duration of the activity and month in which the deliverable was completed. Please ensure the outcomes/outputs/activities match those highlighted in Section 3. |

| **Outcome 1. Country capacity strengthened** | | | | | | | | | | | | | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outputs[[8]](#footnote-9)** | **Activities** | **Actual Overall Timeline of Implementation of Activities** (Number of months can be adjusted according to the actual project duration and milestones.) | | | | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** |
|  | Please briefly describe activities and the deliverables agreed in the Grant Agreement, according to their actual duration and delivery.  Please note that deliverables should be stated in a separate row from activities in consistency with the key deliverables listed in Section 1 of this report. A deliverable is expressed in some tangible form, whether it’s a product, process, plan, policy or some other outcome. | *Please shade each box based on the progress of planned activities.* | | | | | | | | | | | | | | | | | | | | | | | |
| (Example) 1.1 NDA/focal point lead effective coordination mechanism | **[Example]**  1.1.1 Develop operational guidelines/manuals for the functioning of the NDA, including a procedure to establish an effective coordination mechanism |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **Deliverable:** An operational manual defining and describing NDA’s roles and functions |  |  |  |  | *Please shade the month when the deliverable was produced right below the relevant activity.* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **[Example]**  1.1.2 *List activity 2* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Deliverable |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **[Example]**  1.1.3 *List activity 3* |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1 NDA/focal point lead effective coordination mechanism |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2 No objection procedure established and implemented |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.3 Bilateral agreements between the country and the GCF executed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.4 Monitoring, oversight and streamlining of climate finance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

| **Outcome 2. Stakeholders engaged** | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Outputs[[9]](#footnote-10)** | **Activities** | **Actual Overall Timeline of Implementation of Activities** (Number of months can be adjusted according to the actual project duration and milestones.) | | | | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** |
| 2.1 Stakeholders engaged in consultative processes |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2 Country programmes, including adaptation priorities, developed and continuously updated |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.3 Stakeholder consultations conducted with equal representation of women |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.4 Annual participatory review of GCF portfolio in the country organized |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| **Outcome 3. Direct access realized** | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Outputs[[10]](#footnote-11)** | **Activities** | **Actual Overall Timeline of Implementation of Activities** (Number of months can be adjusted according to the actual project duration and milestones.) | | | | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** |
| 3.1 Candidate entities identified and nominated for accreditation |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.2 Direct access entity accredited |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.3 Entity(ies) annual/multi-annual work programme developed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.4 Funding proposals through enhanced direct access modality approved |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

| **Outcome 4. Access to finance** | | | | | | | | | | | | | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outputs[[11]](#footnote-12)** | **Activities** | **Actual Overall Timeline of Implementation of Activities** (Number of months can be adjusted according to the actual project duration and milestones.) | | | | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** |
| 4.1 Structured dialogue between the NDA/Accredited Entities and the GCF Secretariat organized |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.2 Country programmes, concept notes, including on adaptation, developed that implement high-impact priorities identified in INDCs and other national strategies or plans |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.3 Project/programme preparation support, including for adaptation, to develop funding proposals provided |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.4 Funding proposals, including for adaptation, that are aligned with country priorities approved |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

| **Outcome 5. Private sector mobilization** | | | | | | | | | | | | | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outputs[[12]](#footnote-13)** | **Activities** | **Actual Overall Timeline of Implementation of Activities** (Number of months can be adjusted according to the actual project duration and milestones.) | | | | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** |
| 5.1 Private sector engaged in country consultative processes |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.2 Enabling environment for crowding-in private sector investments at national, regional and international levels exists |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.3 Funding proposals for private sector projects/programmes, including for adaptation, approved |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5.4 Funding proposals under the Private Sector Facility programmes (small- and medium-sized enterprises and mobilizing funds at scale) submitted and approved |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| **SECTION 4: EXPENDITURE REPORTING**  This section requires reporting of the expenditure of total approved amount of grant.  Double-click the table to edit the spreadsheet. |

See budget template here:

<https://www.greenclimate.fund/sites/default/files/document/readiness-budget-and-expenditure-report-template_0.xlsx>

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| **SECTION 5: PROCUREMENT**  List the items procured for the project (including consultants), their costs, procedures used (direct procurement, open tender, other) and final disposition.  Double-click the table to edit the spreadsheet. |



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| **FOR GREEN CLIMATE FUND’S SECRETARIAT USE ONLY** | | |
| Comments | | |
| **Reviewed by:**  *Name and Title (Reviewer):*  *Position:* | **Signature:** | **Date:**  **(DD-MM-YYYY)** |
| **Final assessment by:**  (Satisfactory to GCF)  *Name and Title (Reviewer):*  *Position:* | **Signature:** | **Date:**  **(DD-MM-YYYY)** |

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| **SPECIAL ADDENDUM: COVID-19 RELATED IMPACTS**  This section provides information on temporary measures to support project implementation through the extension period. Please be advised that the measures do not constitute a permanent change in policy. If you have any questions, please feel free to send an inquiry to [opm@gcfund.org](mailto:opm@gcfund.org). |
| GCF has granted up to six-months extension of the grant term/anticipated duration of readiness activities for specific grants that had been approved by the GCF prior to the pandemic having arisen and which expire after 1 March 2020 and are effective prior to 8 April 2020. GCF has granted additional flexibilities with guidelines as outlined below.  **No-Cost Extension**   1. All grants will be automatically extended by six months. However, please be informed that the willingness on the part of the GCF to provide this six-month extension on the basis of the COVID-19 pandemic is not intended to prevent RPSP activities from being delivered under the pre-pandemic existing contractual timelines. Delivery partners and National Designated Authorities/Focal Points (NDA/FP) can complete the grant implementation sooner than the full no-cost extension period. Therefore, the GCF expects that delivery partners will fully coordinate with NDA/FPs in relation to the application of the said extension as a result of the COVID-19 pandemic. 2. Delivery partners should include a revised workplan for the new period in the next reporting cycle. 3. Grants requiring an extension longer than the six-months must submit well justified requests in line with standard practices and procedures for the GCF’s consideration and approval. 4. The originally agreed grant sum required to complete the activities under the respective legal agreements remains unchanged for grants accepting the no-cost extension.   **Project management costs:** The project management costs (PMC) cap has been increased from 7.5 percent to 12.5 percent of the total activity budget approved. Partners can tap into the approved contingency fund to meet these additional costs up to the 12.5% cap. If the delivery partner increases the PMC, then the delivery partner is required to provide detailed documentation and justification supporting the increase in PMC and clearly outlining how the additional costs are related to the COVID-19 pandemic. This justification should be included in the interim progress report or completion reports due for submission as detailed in the grant agreement.  **Contingency budget:** The approved contingency amount included in the budgets for these activities may be used to cover unforeseen costs relating the COVID-19 pandemic without prior approval from GCF. The contingency budget may be used for project management costs (PMC). The said contingency expenses will need to be justified and included in the detailed reports that are required to be submitted by the delivery partner/recipient under the respective legal agreement between the delivery partner/recipient and the GCF.  **Budget Re-allocation**: The reallocation of approved budget among the budget line items can be made from one budget category to another up to 25 percent variation across the categories. The receiver and giver budget category can only take or give without prior fund approval up to 25 percent based on the previously approved budget. Budget can also be reallocated from outputs without changing the project scope to PMC if the contingency budget is insufficient to meet the increases in PMC. The delivery partner is required to provide detailed documentation and justification supporting the budget reallocation in the submitted reports in line with the grant agreement. |
|  |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Types of Measures** | **Output No.** | **Activity No.** | **Implementation and Deliverables Schedule**  (Please provide details of the change to activities, deliverables, etc.) | | | | **Budgetary Implications** | | Impact on delivery modality | Deliverable | Original Date | Revised Date | | Choose an item. |  |  |  |  |  |  |  | | Choose an item. |  |  |  |  |  |  |  | | Choose an item. |  |  |  |  |  |  |  | | Choose an item. |  |  |  |  |  |  |  | | Choose an item. |  |  |  |  |  |  |  | |  | |  |  |  |  |  |  | | **In-country Status**  (Please provide an update of the status of the country due to COVID-19 pandemic.) | |  | | | | | | | **Justification for Requests and Implications**  (Please provide details of the changes to support utilization of temporary measures.) | |  | | | | | | | **Mitigation Measures**  (Please provide details of how risks will be mitigated) | |  | | | | | | |

**Annex. Final Disbursement Request Form**

Please fill the below form to request for the final disbursement when the financial audit report/certified financial statements and completion report has been submitted to GCF (please note that the final disbursement request can be processed only after these conditions are met).

|  |  |
| --- | --- |
| **FINAL DISBURSEMENT REQUEST** | |
| 1. **Total amount approved for the project** | Choose an item. Example: USD 300,000 |
| 1. **Disbursement from GCF made to date/Percentage of Total Grant (%)** | Choose an item.  Example: USD 120,000 /40 % (refer to Grant Agreement) |
| 1. **Total expenditure to date** | Choose an item. Example: USD 118,000 |
| 1. **Expenditure rate as of the Completion Report submission date (%)** | *Please divide the received amount (2) by the executed amount (3).* Example: 70% |
| 1. **Total amount of the final disbursement to request/Percentage of Total Grant (%)** | Choose an item. Example: USD 130,000/43 % (refer to Grant Agreement) |
| 1. **Name of Beneficiary Bank and located country** |  |
| 1. **Account number** |  |
| 1. **Bank address** |  |
| 1. **SWIFT (BIC)** |  |
| 1. **IBAN Code** |  |
| 1. **Date of the final disbursement request** | Click or tap to enter a date. |

|  |  |  |
| --- | --- | --- |
| **Name and Title\*:**  **Position:** | **Signature:** | **Date:** |

*\*The signatory of grant agreement (either NDA or Delivery Partner) or any authorised person who is certified in the letter of authorisation submitted to the Fund can sign here. When this is not plausible, please kindly consult with the Fund (*[opm@gcfund.org](mailto:opm@gcfund.org)*) prior to the submission of the disbursement request.*

|  |  |  |
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| **FOR GREEN CLIMATE FUND’S SECRETARIAT USE ONLY** | | |
| Comments | | |
| **Reviewed by:**  *Name and Title:*  *Position: DSS Finance* | **Signature:** | **Date:**  **(DD-MM-YYYY)** |
| **Certified by:**  *Name and Title:*  *Position: DSS Finance* | **Signature:** | **Date:**  **(DD-MM-YYYY)** |
| **Approved by:**  *Name and Title:*  *Position: CFO* | **Signature:** | **Date:**  **(DD-MM-YYYY)** |

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| **FOR GREEN CLIMATE FUND’S SECRETARIAT USE ONLY** | | |
| Comments | | |
| **Reviewed by:**  *Name and Title (Reviewer):*  *Position:* | **Signature:** | **Date:**  **(DD-MM-YYYY)** |
| **Final assessment by:**  (Satisfactory to GCF)  *Name and Title (Reviewer):*  *Position:* | **Signature:** | **Date:**  **(DD-MM-YYYY)** |

1. The term completion refers to the operational completion date. [↑](#footnote-ref-2)
2. The date at which all funds have been utilized and remaining balances have been returned to GCF for re-programming. [↑](#footnote-ref-3)
3. If possible, please provide hyperlinks to supporting documents. [↑](#footnote-ref-4)
4. If possible, please provide hyperlinks to supporting documents. [↑](#footnote-ref-5)
5. If possible, please provide hyperlinks to supporting documents. [↑](#footnote-ref-6)
6. If possible, please provide hyperlinks to supporting documents. [↑](#footnote-ref-7)
7. If possible, please provide hyperlinks to supporting documents. [↑](#footnote-ref-8)
8. If needed, please adjust the outputs based on the submitted readiness proposal. [↑](#footnote-ref-9)
9. If needed, please adjust the outcomes based on the submitted readiness proposal. [↑](#footnote-ref-10)
10. If needed, please adjust the outcomes based on the submitted readiness proposal. [↑](#footnote-ref-11)
11. If needed, please adjust the outcomes based on the submitted readiness proposal. [↑](#footnote-ref-12)
12. If needed, please adjust the outcomes based on the submitted readiness proposal. [↑](#footnote-ref-13)