

United Nations Development Programme



Infrastructure Resilience Accelerator Fund (IRAF)
IRAF Fund Management Unit Initiation Plan

Project Title:	Infrastructure Resilience Accelerator Fund – Fund Management Unit 2023 Initiation Plan
UNDP Strategic Plan Output:	1.3.1 National capacities and evidence-based assessment and planning tools enable gender-responsive and risk-informed development investments, including for response to and recovery from crisis. EA 1.3.1.2: Lead UNDP’s engagement in key global and interagency partnerships that support resilience and risk-informed development planning at country level.
Initiation Plan Start/End Dates:	01.09.2023-31.03.24 (6 months)
Implementing Partner:	UNDP Crisis Bureau DRR & Resilience Team

Brief Description

The Infrastructure Resilient Accelerator Fund (IRAF) is the multi-partner trust fund launched at the COP 27 dedicated to achieving the collective vision of the Coalition for Disaster Resilient Infrastructure (CDRI) via financing for capacity building and system strengthening, advocacy and knowledge transfer. The IRAF MPTF is established for five years. The objective of this *Programme Initiation Plan (PIP)* is to support the IRAF Trust Fund Management Committee and CDRI Secretariat in **setting up the Fund operating and programme management processes and systems to support the roll out of the Fund first call for proposals for Small Island Developing States and initiate the recruitment of the FMU team**, until a multi-year project is approved for the secretariat function of the Fund. The budget requested in this PIP falls within the Annual Workplan budget allocation approved by the Trust Fund Management Committee in its first meeting on 01st March 2023.

PIP Period:	01.09.2023-31.03.2024	Total resources required	\$ 366,528.50
Quantum Project Nbr:		Total allocated resources:	_____
Quantum Output ID:		• Regular	_____
Gender Marker:	GN2	• Other:	_____
SESP pre-creening:	Low	○ Donor	_____
		○ Donor	_____
		○ Government	_____
		Unfunded budget:	_____

Trust Fund Management Committee decision date: 31st October 2023 (addendum to TFMC minutes 31st October 2023 approving the UNDP PIP project document)

Agreed by UNDP:		Agreed by UN Chair of the Trust Fund Management Committee.
Mr. Turhan Saleh, Deputy Director, Crisis Bureau		
Date:		
Signature: 05-Mar-2024		11-Mar-2024



I. PURPOSE AND EXPECTED OUTPUTS

The Coalition for Disaster Resilient Infrastructure (CDRI) is a global partnership of national governments, UN agencies and programmes, multilateral development banks and financing mechanisms, the private sector, academic and knowledge institutions, spearheaded by the Government of India, that aims to promote the resilience of infrastructure systems to climate and disaster risks. The Government of India has approved the establishment of the International Coalition for Disaster Resilient Infrastructure (CDRI) as an international organization with a Secretariat located in New Delhi, India.

As a global partnership, the Coalition aims to ensure that the investments of its members and partners are aligned and well-coordinated in support of the shared ambition of disaster and climate resilience of new and existing infrastructure. At the COP 27, the CDRI Coalition launched the **Infrastructure Resilient Accelerator Fund (IRAF)**, with the support of UNDP and UNDRR, as a Multi-Partner Trust Fund dedicated to achieving the collective vision of the Coalition at global, regional and country level. India, United Kingdom, Australia and European Union committed USD 50 million to the IRAF MPTF over the period 2023-2027. The CDRI Coalition launched its first call for proposals for Small Island States (SIDS).

In its first meeting of March 2023, the Trust Fund Management Committee approved the set-up of a lean and agile Fund Management Unit responsible to support the implementation of the Fund programmes according to international fund programme management standards. The Fund Management Unit (FMU) comprises of an Administrative Unit, hosted by UNDP Crisis Bureau, and a Technical Unit which is the CDRI Secretariat, that work in close collaboration and in a complementary manner. The Administrative Unit is responsible for the operational functioning of the Fund, provides secretariat support to the Trust Fund Management Committee and implements its decisions. As per the IRAF Terms of Reference, the costs of the FMU Administrative Unit managed by the UNDP Crisis Bureau will be charged as direct costs to the IRAF Fund through a project approved by the Trust Fund Management Committee.

This Project Initiation Plan (PIP) is meant to start up the Fund operations to support the roll out of the Fund first call for proposals for Small Island Developing States and initiate the recruitment of the FMU team, until a full-fledged multi-year project for the secretariat function of the Fund is approved and resourced. The budget requested in this PIP falls within the Annual Workplan budget allocation approved by the Trust Fund Management Committee in its first meeting on 01st March 2023. The two expected outputs of the PIP over a period of six months are the establishment of operating and programme management processes and the initiation of the recruitment of the Senior Operations Specialist, the Senior M&E Specialist. The PIP outputs will enable the approval and implementation of selected SIDS project proposals.

Over the six-month duration of the PIP, the proposed activities and key milestones are the following:

1. Finalization of the Fund Manual of Operations including all relevant reporting, programme assurance and risk management tools (that will be applicable to the first IRIS grants)
2. Finalization of selection process and contracting of grantees under IRIS first call for proposals
3. Preparation of the second IRIS call including organization of consultations and, when required by CDRI, mobilization of expertise
4. Due Diligence Process including risk assessments for all Non-UN Organizations under consideration to become Fund grantees
5. Monitoring & Reporting including consolidation of the Fund annual narrative report
6. Development of the Fund risk management strategy
7. Preparation of the Fund social inclusion and gender equity strategy/plan including when required by CDRI mobilization of expertise
8. Development of the Fund resource mobilization and partnership strategy, communication and visibility plan and finalization of the donor funding agreements
9. Establishment and maintenance of the Fund's page on the MPTF Gateway, ensuring proper visibility of all fund partners;
10. Training and mentoring of CDRI Secretariat staff on Fund programme and operations policies and processes as per international standards and development of new funding windows including when required through the mobilization of expertise

II. MANAGEMENT ARRANGEMENTS

As per the Fund Terms of Reference and the Fund Memorandum of Understanding (MOU), UNDP will be fully responsible for implementation of the FMU Administrative Unit project, and for all funds received under this Project Initiation Plan that will be managed accordingly to the standard provisions for Participating UN Organizations (PUNO) contained in the MOU establishing the Fund.

The Head of the FMU Administrative Unit will be assigned the Project Manager function and accountability to manage the budget under this Project Initiation Plan, under the direct supervision of the Head of the UNDP Crisis Bureau Disaster Risk Reduction and Resilience team and with substantive reporting to the Trust Fund Management Committee. The Head and personnel of the FMU Administrative Unit will work in close collaboration with the FMU Technical Unit/CDRI Secretariat team, under the guidance of CDRI Director General.

In addition to the Head of the FMU Administrative Unit seconded by UNDP Crisis Bureau, the team organigram consists of a Senior Operations Specialist and a Senior M&E Specialist to be recruited in New Delhi, India. Operating costs will cover staff salaries and other direct costs related to the management and operation of the CDRI IRAF Fund (Due diligence process through HACT¹ and SEAH², travel, monitoring, training workshops etc.), the management of the IRIS programme and calls for proposals and 7% indirect costs as per UNSDG standards for UN pooled funds.

III. Monitoring

The project milestones have been clearly defined and will be monitored through monthly meetings with CDRI Secretariat Director General and CDRI Head of Operations to take stock of progress and manage implementation issues and risks. A HR plan will be developed and implemented to ensure the timely recruitment of the FMU Administration personnel, when required with the support of UNDP India Country Office. The Project Manager will prepare quarterly progress reports with provisional quarterly delivery figures and a final narrative and financial report to be submitted to the MPTFO and the Trust Fund Management Committee as per the standard reporting provisions for Participating UN Organizations contained in the MOU establishing the Fund.

1 Harmonized Approach to Cash Transfers micro assessment

2 Sexual Exploitation, Abuse and Harassment assessment

IV. WORK PLAN (SEPTEMBER 2023 – MARCH 2024)

EXPECTED OUTPUT <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME		RESPONSIBLE PARTY	PLANNED BUDGET		
		2023	Q1 24		Funding Source	Budget Description	Amount In USD
IRAF OUTPUT 1.1. CDRI Secretariat Organizational capacity to manage a Multi Partner Trust Fund and implement at scale established target 1: Manual or Operations target 2: Four contribution agreements target 3: IRAF Logframe and M&E plan target 4: 2023 Annual narrative report target 5: CDRI capacity building measures identified and prioritized target 6: HACT & SEAH assessment for grant recipient organizations	FMU Administrative Unit core staffing structure established: -Senior Operations Specialist recruited (UNDP, Delhi) -Senior M&E Specialist recruited (UNDP, Delhi) (6 months from Nov. to March) Due Diligence process: HACT & SEAH risk assessments CDRI capacity building on programme management and operations - Fund Manual of Operations incl. reporting, programme assurance and risk management tools - Results framework and M&E plan - Fund Resource Mobilization & Partnership / com & visibility strategy - Fund page on MPTF Gateway -Training on Fund programme and operations tools including development of funding windows	x	x	UNDP	IRAF	Staff and other personnel Equipment	72,000
IRAF OUTPUT 3.1 SIDS are better equipped with knowledge and resources to increase the resilience and	Empanelled experts: -IRIS Programme and Project proposal development -Gender & Inclusivity -Innovation and Technology in SIDS	x	x	UNDP	IRAF	Procurement consultancy services	50,000
						Procurement Travel Training	75,000

inclusivity of their critical infrastructure systems Target: At least five (5) SIDS countries receive project support in DRI inclusive policies, plans, standards, and/or enhanced DRI gender and age disaggregated and open-source datasets	Monitoring IRIS programme: -Project Quality assurance plans -Project visits (2024)		x	x		UNDP	IRAF	Procurement services Travel	consultancy	25,000
	Consultations on calls for proposals and capacity building of institutions, practitioners IRIS grantees selection and contracting		x	x		UNDP	IRAF	Procurement services Travel Workshops	consultancy	120,550
								Sub-total		342,550
								GMS 7%		23,978.50
								Total Budget		366,528.50

Annex – Fund Management Unit Organogram

