
Second meeting of the Executive Board of the Global Framework on Chemicals Fund

12-14 June 2024

International Environment House, Geneva, Switzerland (Hybrid)

DRAFT REPORT OF THE SECOND MEETING OF THE EXECUTIVE BOARD OF THE GLOBAL FRAMEWORK ON CHEMICALS¹ FUND

1. Opening and welcome

1. The co-chairs of the Executive Board of the Global Framework on Chemicals Fund, Santos Virgilio (Angola) and Ivo de Zwaan (the Netherlands) welcomed the Board members to the second meeting of the Executive Board.
2. The co-chairs briefly summarized the outcomes of the first meeting of the Executive Board, held on 8 and 9 April 2024.

2. Adoption of the agenda

3. The co-chairs presented the provisional agenda (GFCF/EB.2/1) that was circulated on 24 May 2024². They invited Board members to raise additional points under agenda item 9, any other business. No additional points were raised, and the agenda was adopted.

3. Adoption of the report of the first meeting of the Executive Board

4. The co-chairs invited comments on the draft report of the first meeting of the Executive Board (GFCF/EB.1/Report), which was made available on 29 May 2024. Board members requested additional time overnight to read and comment on the report. Following the extension of time, additional comments were circulated in writing. The Board adopted the report based on the written comments.
5. Board members requested the secretariat to circulate the report of the current meeting as soon as possible to provide sufficient time for commenting.

4. Organizational matters

6. The co-chairs elaborated on general organizational matters such as meeting times, meeting language and the code of conduct for online participants and observers. The co-chairs suggested a change in the order of discussion of the agenda items. To foster a substantive discussion early on, they suggested discussing agenda item 7, project application cycle, before agenda item 6, workplan, staffing and budget. The Board members agreed to the proposal for the organization of work of the meeting.

¹ The Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste (GFC)

² A corrigendum was uploaded on June 6, 2024 (numbering of agenda items).

5. Composition of the Executive Board of the Fund and the Board's Terms of Reference

7. The co-chairs summarized the process that led to the drafting of the document on the proposed composition of the Board (GFCF/EB.2/2) which was circulated on May 27, 2024. A draft document was presented by the secretariat at the first meeting of the Executive Board. Board members provided comments during that meeting and had the opportunity to submit further comments in writing. The secretariat incorporated those comments and proposed an informal consultation on 21 May 2024. The document GFCF/EB.2/2 reflects the discussions of the informal consultations.
8. The secretariat introduced the document. The document defines the roles of donors, contributors, and observers. It further specifies that the current ad interim Executive Board consists of 10 governmental representatives and 6 donors and contributors. The duration of the membership in the Executive Board would be from the most recent session of the International Conference and until the next session of the International Conference, rather than for a fixed period.
9. The Board members agreed that the document needs to distinguish between the current ad interim composition and the future composition, which will be adopted at the first International Conference. Another point of discussion was the duration of membership for donors and contributors, particularly, how long they should remain on the board after making a contribution. While the balance of donors and contributors was also discussed and several Board members stressed their preference for a 3:3 or a 4:2 distribution in the ad interim Board, a decision was not reached. At least one member proposed that it should be up to the community of donors and contributors to decide on who will represent them in the Board. The engagement of observers was highlighted as a way to enhance transparency, but members also expressed concerns about overly large participation potentially leading to extended meetings.
10. The secretariat included all comments into a new version of the composition document. The revised document includes suggestions for the future Executive Board members, to be decided at the first session of the International Conference. Another point for future discussions was the role of sectoral expertise which might be necessary to make well-informed decisions on project applications.
11. The Board adopted the revised document on the composition of the Executive Board, which is attached as annex 1 to this report.

6. Workplan, staffing and budget to implement the Global Framework on Chemicals Fund

12. The secretariat introduced the draft workplan, staffing and budget document (GFCF/EB.2/3) which was circulated on 27 May 2024.

Workplan

13. The workplan proposes a launch of the first round of applications in October 2024, followed by an application period until the end of January 2025. The secretariat will use the time until October to prepare the launch of the first round of applications. This includes preparing the call for applications, guidelines to complete the template as well as a series of webinars to guide applicants through the application process. After the application period, the secretariat will screen the applications for eligibility and completeness and prepare high level review documents for consideration by the Executive Board in March 2025. Insights from the first round of applications will feed into the next rounds of application. This may include adapting the guidance and application forms where appropriate.
14. Board members requested insights from the Special Programme Secretariat on the proposed length of the application period. That Secretariat confirmed that the application period of 4 months was taken from the Special Programme.
15. Furthermore, it was agreed to include resource mobilization (i.e., other donors and private sector) into the workplan.

16. The Board adopted the revised document on the workplan, which is contained in annex 2 to this report.

Staffing and budget

17. The secretariat introduced annexes 2 and 3 of document GFCF/EB.2/3 which cover the proposed staffing table and budget for the Fund, including additional staff not originally outlined in resolution V/12.
18. Board members requested clarification regarding the work of the consultants. The secretariat explained that consultants who are already working for the secretariat will support the transition period until new staff are hired.
19. Board members also requested clarification regarding the capacity of the Executive Board to decide on financial resources that were not adopted by the International Conference without creating a precedent. Furthermore, it was unclear whether the Executive Board would need to revert this budget decision to the Bureau or to the Conference. The secretariat clarified that a subsidiary body established by the Conference, such as the Executive Board, reports back to the International Conference and not to the Bureau and that it has the competence to make budget decisions concerning its own subject matter. Contributions to the Global Framework on Chemicals Fund could therefore be directed towards the staffing and functioning of the Fund. The secretariat agreed to further clarify the matter with UNEP's legal division.³
20. The Secretariat of the Special Programme explained that the Executive Board of the Special Programme was established as a subsidiary body of UNEA and that it was explicitly given the mandate to take operational decisions regarding the functioning of the Special Programme, which includes decisions on financial resources, under its terms of reference.
21. The Board members strongly agreed that having a properly staffed secretariat with designated personnel was crucial for the functioning of the Fund. Some Board members even suggested that the proposed staffing table might be insufficient to manage the Fund effectively, while others found it difficult to decide about this matter given the very generic information provided.
22. The Board members adopted the document as contained in annex 2 to this report, subject to the legal clarification requested and the addition of resource mobilization as an activity in the workplan.

7. Project application cycle: draft guidance on the Global Framework on Chemicals Fund

23. The co-chairs introduced the draft project application cycle (GFCF/EB.2/4) and suggested an initial discussion on the two overarching questions which were introduced by the secretariat:
- *Success of the Fund: What will define success for the Fund, and how its impact will be measured?*
 - *Prioritization and scope: What are the strategic priorities of the Fund?*
24. The results of the discussion are summarized as follows. While Board members put forward that the success of the Fund was highly important, the ambitions and expectations regarding the results should match the available budget and timeframe.

³ The Secretariat requested legal advice regarding the competencies of the Executive Board in making budgetary decisions and circulated this to all Board members in writing on July 3, 2024. The UNEP legal advice is as follows:

The mandate of the Global Framework on Chemicals Fund Executive Board is to “review reports on project implementation, as well as from the Executive Director of the United Nations Environment Programme on the financial resources and administration of the trust fund and provide guidance and take decisions thereon.”

Further to this consultation, the Secretariat requested advice from UNEP finance and the response was: “the Executive Board is the governing body of the GFC Fund, and in this respect, is the body that defines the Pow [Programme of Work] and budget for the Fund and its Secretariat”.

25. There was overall agreement that the Fund should support the implementation of resolutions of the fifth session of the International Conference on Chemicals Management (ICCM), particularly those on implementation programmes (ICCM5 resolution V/8, para. 9).
26. Furthermore, the Fund should focus on the objectives and targets of the Global Framework on Chemicals without being too prescriptive and listen to the needs of applicants, rather than prioritizing specific objectives and targets. Board members agreed that the Framework is more than its objectives and targets, therefore focusing on single targets or objectives would hinder the integrated approach put forward by the Framework. Some members stressed that a chemical-by-chemical approach may, in certain cases be more appropriate than a sectoral approach and that a national approach may be more suitable than a regional approach, depending on the context.
27. Board members also emphasized that the Fund should complement existing Funds and fill gaps, bearing in mind that the remit of the Framework is very broad, and the Special Programme focusses on institutional strengthening. Fund projects should not duplicate activities funded by other mechanisms or that fall into the scope of other funds, but could seek to create synergies, thereby building on the experiences of the other funds.
28. Board members agreed that funding allocation should be influenced by substance and potential impact, rather than financial size. The secretariat noted that a high number of low-cost projects incur a greater relative administrative burden and costs. Board members considered this when defining the minimum and maximum range for support of projects in the first round of applications. They further agreed that multi-country or regional projects could also be prioritized. Such projects could be facilitated through established structures such as regional centres (e.g., those of the Basel Convention - BCRCs) and sectoral networks (e.g., the WHO network, the United Nations Sustainable Development Cooperation Frameworks, and the UN resident coordinator system).
29. On the role of co-financing, Board members shared their experiences that some governments do not have the knowledge to calculate their in-kind contributions (e.g., office space, electricity, staff time etc.). Board members acknowledged the need to support countries in developing project proposals including calculating their contribution within the budget.
30. The Board members discussed other topics related to the success and prioritization of projects such as cross-sectoral approaches, gender mainstreaming or the sustainability of funded projects. These topics are covered in the guidance document (annex 3) along with a list of minimum and desirable criteria which the Board members agreed upon.
31. Another consideration was whether the Board should decide to cap the amount to be disbursed under a round of funding to ensure the availability of resources for future funding rounds. The secretariat stressed that it was crucial to start the Fund's operations without preemptively putting a cap on the available funds, given the existing timeframe for the Fund. Based on experience, taking into account the likelihood of some projects being delayed, early approval of projects gives more time for implementation and demonstration of results. Being able to showcase successful projects will be important for the Fund's visibility.

Guidance document

32. After the initial discussion on success factors and scoping of the Fund, the secretariat introduced the guidance document (GFCF/EB.2/4). It was agreed that this should be a "living" document that the Board could amend based on experience of the process. In this regard, all Board members were aware of the very general nature of the initial guidance adopted and that a more substantial discussion will be needed when reviewing the project proposals of the first round of applications. It was also mentioned that, based on the experience from the first round of applications, internal guidelines for the Executive Board might need to be developed in order to define elements such as the type of prioritization to apply.
33. The Board discussed the role of the national focal points (NFP) and the need for endorsement of project applications by the NFP. There was overall support for the need of

support letters, however, some Board members emphasized that the NFP might not be the most appropriate contact person, especially if the Fund aims to support multi-sectoral projects and include new stakeholder arrangements. In addition, national-level conflicts of interest might hinder applications. On the other hand, Board members emphasized the need to strengthen the role of the NFP and to support their need to have coordinating functions. Board members agreed to widen the approach such that while the NFP will need to support the application, applicants are encouraged to include supporting letters from other appropriate ministries and authorities to ensure the needed cross-sectoral approaches.

34. There was a joint understanding that, in the light of possible applications from different sectors (e.g., health, labour etc.) the Board may need to discuss the role of sectoral expertise in its future composition to adequately evaluate those project applications.
35. Board members also asked for clarification regarding the next steps of the application process. Contrary to the Special Programme, where the Secretariat prepares project appraisals for the Executive Board to decide upon, the secretariat of the Fund will only pre-screen the applications for completeness and eligibility and provide a high-level review. Additionally, resolution V/3 does not put forward any coordination mechanism/internal task teams with other Funds, as has been put in place between the Special Programme, the Specific International Programme, the Basel, Rotterdam, Stockholm Conventions, and the Global Environment Facility for review of Special Programme projects. However, Board members highlighted that a similar cooperation would be useful if not needed to avoid duplication.
36. There was also support for including a feedback loop for applications to be revised after being submitted as this has significantly improved the quality of the applications under the Special Programme. The Special Programme Secretariat stated that a feedback loop adds significantly to the time needed for review of project applications, which would impact the proposed workplan. The Framework secretariat also emphasized managing expectations of the personnel capacities. The Special Programme currently has 7 staff members, while the Fund will be working with 4 designated staff members.
37. During a discussion on the role of the Inter-Organization Programme for the Sound Management of Chemicals (IOMC) and international organizations, there was overall agreement on their importance for implementing the Framework. While governments need to apply, they may include IOMC organizations in their application. Further, it was mentioned that IOMC participating organizations are mandated by ICCM5 to assist in developing project proposals upon request, and that this might be considered, too, when deciding about support from the Fund.
38. Board members briefly discussed the name of the Fund but did not agree on a name. Since the Fund is referencing the Framework, it was agreed to reference the full name of the GFC at the beginning of each document.
39. In the spirit of compromising and moving forward while being aware of the still very generic nature of the guidelines, the Board adopted a revised guidance document as contained in annex 3 to this report, ahead of schedule as the initial draft workplan foresaw the final adoption in September 2024.

Project application form

40. The secretariat introduced the draft project application form (GFCF/EB.2/5), which was circulated on June 6, 2024, and is largely based on the template used by the Special Programme.
41. Board members stressed that applicants would need further guidance in filling out the template provided. Based on the experience from the Special Programme, the secretariat suggested drafting guidelines for filling in the template. This would, for example, explain in-kind contributions and co-financing modalities. Additionally, webinars will take place during the application phase to guide applicants through the document.

42. Furthermore, Board members underlined the need to change certain parts of the document based on the previous discussions on the guidance document. The Board adopted the document which is attached as annex 4 to this report.

Logframe

43. The secretariat introduced the Draft Logframe (GFCF/EB.2/6) which was circulated on June 6, 2024. The Special Programme Secretariat suggested only requesting it from applicants after project approval by the Executive Board. The Board agreed to this approach and adopted the document which is attached as annex 5 to this report.

Project budget summary

44. The secretariat introduced the project budget summary which applicants would need to submit together with the application. The Board adopted the document which is attached as part of annex 4 to this report.

8. Next meeting of the Executive Board

45. The secretariat informed the Board that the next meeting will take place as an in-person / hybrid meeting in March 2025. During the next meeting, the Board will be appraising and approving projects from the first round of applications to the Fund. The meeting will also focus on preparations and documents for the Open-Ended Working Group which will take place in Nairobi in June 2025.
46. The secretariat proposed a joint half-day meeting with the Executive Board of the Special Programme which is tentatively planning on meeting in the second half of March. It was proposed that the Boards meet back-to-back. The Board agreed that such a joint session could be used to discuss issues such as resource mobilization, communication, a common narrative to assess the future of the funds and sustainability of funding needed for the GFC implementation (Special Programme and Fund are both time-limited). The joint session would be a formal session, the results of which could be adopted by both boards in their respective meetings, should the Special Programme Executive Board agree to this approach.
47. There was an understanding that a half-day session on overarching topics would be useful. Additionally, since some participants are members of both boards, there was a request for back-to-back meetings rather than parallel sessions of the Executive Boards. There was a slight preference for scheduling the meeting in the last week of March.
48. The Board members asked the secretariat to reach out to the chairs of the Executive Board of the Special Programme to request their opinion on a joint session. Following this, the secretariat will propose concrete dates for the next Executive Board meeting as well as the proposed joint session with the Special Programme.

9. Any other business

49. It was agreed that the draft report of the meeting would be circulated two weeks after the meeting with two weeks to comment on the draft report. The secretariat will prepare the launch of the first round of applications in the upcoming months. This includes preparing draft guidelines that will assist applicants in filling in the application template as well as preparing outreach activities such as webinars. The full package of information for applicants will be circulated to the Executive Board after summer.
50. Johannes Heister (chair of the IOMC) invited participants to take part in the forthcoming IOMC webinar – “Global Stakeholder Dialogue on the GFC Implementation Programmes” which will take place on July 3, 2024.
51. No other business was raised.

10. Closure of the meeting

52. Following the customary exchange of courtesies, the meeting was closed on Friday 14 June 2024, at 11:30 CEST.

Annex to the report: Meeting participants**Government representatives**

Santos Virgilio (Angola, Africa), Moleboheng Juliet Petlane (Lesotho, Africa), Itsuki Kuroda (Japan, Asia-Pacific), Suzana Andonova (North Macedonia, Central and Eastern Europe), Magdalena Frydrych (Poland, Central and Eastern Europe), Napoleon Garcia (El Salvador, Latin America and Caribbean States), Mr. Ivo de Zwaan (The Netherlands, Western Europe and other States) and Audun Heggelund (Norway, Western Europe and other States).

Donors:

Matthias Wolf (Germany), Angeles Jimenez Redondo (Spain) and Océane Dayer (Switzerland).

Contributors:

Chrysanthi Sofokleous (International Council of Chemical Associations).

Observers:

Cecilia Aburto (Ministry of Environment, Chile), Veronika Zsófia Tóth (Ministry of Energy, Hungary), Oludayo Dada (Basel Convention Regional Centre, Senegal), Sonja Roglic (GFC Focal Point, Serbia), Joseph Bafei (GFC Focal Point, Togo), Baogen Gu (FAO), Johannes Heister (IOMC), Lara Ognibene (Minamata Convention Secretariat), Valerie Frison (OECD), Katherine Theotocatos (Special Programme Secretariat), Eduardo Caldera Petit (Special Programme Secretariat), Christoph Neumann (Croplife International), Susan Wilburn (Health Care without Harm), Sara Brosche (IPEN), Vito Buonsante (IPEN), Andrea Rother (UCT/South Africa), ONG La grande puissance de Dieu.

Unable to participate:

Government representatives: Zaigham Abbas (Pakistan, Asia-Pacific), Vanesa Aliaga Araujo (Peru, Latin America and the Caribbean)

Donors and contributors: Matt Lovatt (United Kingdom).

Annex 1:

Composition of the Executive Board of the Global Framework on Chemicals Fund

Background

1. The International Conference on Chemicals Management at its fifth session (ICCM5) decided, in its resolution V/3 on financial considerations, to establish a Global Framework on Chemicals Fund for supporting the Global Framework on Chemicals.
2. ICCM5 provisionally adopted the terms of reference of the Fund, as contained in the annex⁴ to ICCM5 resolution V/3. ICCM5 also decided to review those terms of reference, taking into account the assessment of existing financial and investment flows as well as financial needs associated with implementing the Framework called for in paragraph 2 of resolution V/3.
3. ICCM5 further decided to establish the Global Framework on Chemicals Fund Executive Board, consisting of two national Government representatives of each United Nations region and representatives of all the bilateral and multilateral donors and other contributors to the Global Framework on Chemicals Fund.
4. ICCM5 decided that at each session of the International Conference, two national Government representatives of each United Nations region will be appointed to the Executive Board for the following intersessional period.

Governance

5. All members participate in the Executive Board on an equal basis.
6. Only one representative from a national government may sit on the Executive Board at any given time. A national government representative therefore may sit on the Board either as a representative from their region or as a donor.
7. No financial support is envisaged for the participation of donors, contributors or observers at meetings of the Executive Board.

Donors

8. A donor is a national government that has made a financial contribution to the Global Framework on Chemicals Fund.

Contributors

9. A contributor is any entity that is not a government that has made a financial contribution.

Observers

10. Observers are not directly mentioned in Resolution V/3.
11. Any stakeholder of the Global Framework on Chemicals may participate as an observer at meetings at their own expense. Observers could include, among others: representatives of Government and of regional economic integration organizations, the coordinator and/or co-chairs of the Special Programme to support institutional strengthening at the national level for implementation of the chemicals and waste cluster, the coordinator of the Specific International Programme of the Minamata Convention on Mercury, the chair of the IOMC, representatives of the civil society, the

⁴ Annex to Resolution V/3. <https://www.chemicalsframework.org/page/resolution-v3-financial-considerations>

secretariat of the Global Environmental Facility and/or any other participant identified by the Executive Board, as appropriate.

12. Observers do not participate in any decision making of the Executive Board.

Current ad interim Executive Board members

13. In order to operationalize the Fund and the need to have an Executive Board in place as soon as possible, the Bureau decided to initiate a silence procedure for the ad interim country representatives of the Executive Board until such time that the first session of the International Conference can endorse that arrangement. That proposal was that the Board be composed of the President and four Vice-Presidents of the Bureau of ICCM5, the five regional focal points and representatives of all the bilateral and multilateral donors and contributors to the Fund.
14. The Bureau agreed to launch the silence procedure which ended on 28 March 2024.
15. As a result of that procedure, the current, ad interim membership of the Board is made up of members of the Bureau, who are country representatives or regional focal points, and representatives of all donors/contributors i.e., currently Germany, the Netherlands, Spain, Switzerland, United Kingdom and ICCA. These members will hold office until the first session of the International Conference in 2026.
16. Any donors or contributors who have made a financial contribution during the period between ICCM5 and the first session of the International Conference will be eligible to be a member of the Board until the first session of the International Conference. A donor or contributor who has provided a substantial amount of money to the Fund (of at least 10 million USD) will remain a member of the Board until such funds have been expended.

Suggestions for Future Executive Board members (to be decided at the first session of the International Conference)

17. As per paragraph 4 above, and in accordance with paragraph 21 of ICCM5 resolution V/3, at the first session of the International Conference in 2026, two national Government representatives from each United Nations region will be appointed to the Executive Board for the following intersessional period.
 18. When determining membership to the Executive Board, the donors and contributors will select their own participants.
 19. Once appointed, Executive Board members will be expected to hold office from the most recent and until the next session of the International Conference.
 20. Any donors or contributors who have made a financial contribution during the period between the most recent and the next session of the International Conference will be eligible to be a member of the Executive Board for the following intersessional period. A donor or contributor who has provided a substantial amount of money to the Fund (of at least 10 million USD) will remain a member of the Board until such funds have been expended.
-

Annex 2:

**Draft workplan, staffing and budget to implement
the Global Framework on Chemicals Fund**

A: Draft workplan for the implementation of the Global Framework on Chemicals Fund

Activity	Q2 2024		Q3 2024			Q4 2024			Q1 2025			Q2 2025			Q3 2025			Q4 2025		
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Executive Board meetings	X									X										
Operationalization of the Fund																				
Draft workplan, staffing and budget	Adopted at EB meeting 12-14 June									Revision Adopted at EB meeting (tbc)										
Composition of the Executive Board ad interim	Adopted at EB																			
Project application cycle																				
A. Project application formats, including completeness and eligibility criteria, priority setting, draft guidance on scope	First drafts considered			Final versions adopted																
B. Application and guidelines prepared			Circulated to EB	Final versions adopted																
C. Training on process for applicants (series of webinars)					X	X														
Phase 1: What is the GFCF and what can be funded					X															
Phase 2: How to apply						X														
D. Call for applications for the GFC Fund - LAUNCH					X	X	X	X												
E. Application deadline								X												
F. Screening: eligibility and completeness check								X	X											
G. Preparation of project documents for Approval for EB								X	X	First projects approved by EB										
H. Notification of decisions and feedback to applicants										X	X									
I. Recommendations for second round (including launch date and process)								X	X	X										
J. Preparations for launch of second round								X	X	approval by EB	X									
Project implementation																				
A. Negotiate and sign project agreements for first round												X	X	X	X	X				
B. Approved project start dates																X				
C. Monitoring and reporting																	X	X	X	
Proposals for cross cutting areas of work																				
e.g., communication, resource mobilisation, joint project assessments							X	X	X	X	X	X	X	X	X	X	X	X	X	
A. Initial discussion on cross cutting issues for the GFC and SP Executive Board										Back-to-back SP and GFC Board meeting										
B. Revision of ToRs for the GFC Fund: proposals																			<i>Proposed and agreed at IC in 2026</i>	

B: Proposed staffing table for the Global Framework on Chemicals Fund

<i>Proposed staff member of Global Framework on Chemicals Fund</i>	<i>Proposed function</i>
Coordinator P-4	<ul style="list-style-type: none"> • Implement policy guidance and oversee the overall implementation of the Fund responsibilities. • Lead, supervise delivery of the work programme of the Fund, including the implementation of relevant projects and programmes as appropriate. • Provide support to all stakeholders, in preparing project proposals in support of the implementation of the new framework instrument. • Support and lead the work and linkages with all the relevant stakeholders including governments, industry and civil society in the implementation of the programme of work. • Identify opportunities for partnerships and coordinate with, and among, key stakeholders on the implementation of the new framework instrument. • Supervise the preparation of reports to the Executive Board, Bureau and the International conference and other meetings on budget and programme performance and on programmatic and substantive issues. • Actively lead the mobilisation of financial resources and in-kind resources for the implementation of the Programme of Work. • Develop proposals relevant to the Fund for OEWG, the International Conference of the Global Framework on Chemicals and other relevant meetings
Programme Officer P-3	<ul style="list-style-type: none"> • Provide an evaluation of programmes/projects, etc.; monitors and analyses programme/project development and implementation; reviews relevant documents and reports; identifies problems and issues to be addressed and proposes corrective actions; liaises with relevant parties; identifies and tracks follow-up actions. • Support implementation through administrative processes including human resources and fund management. • Participate in the screening of applications, liaison with project proponents and training for applicants and support monitoring of and reporting on country project implementation. • Facilitate the organisation of meetings and coordinate the work of the general service staff on travel, procurement, registration and other meeting related preparation activities.
Junior Programme Officer P-2	<ul style="list-style-type: none"> • Support the rounds of applications to the Global Framework on Chemicals Fund including the screening of applications and implementation of projects. • Organise and prepare documents for meetings of the Executive Board. • Support the preparation of the report on the implementation of the Fund for consideration by the Open-Ended Working Group of the Global Framework on Chemicals and other related meetings.
Administrative Support Assistant G-4	<ul style="list-style-type: none"> • Provide general administrative support to the programme and team members. • Assist in the development and maintenance of various databases, including database of focal points and lists of participants. • Coordinate administrative processes, such as, correspondence, contracts, human resources, meeting services, procurement and travel. • Prepare agenda and reports of stakeholders' meetings. • Perform a wide range of office support and administrative functions.
Team assistant G-4	<ul style="list-style-type: none"> • Support secretariat communications to broaden outreach through the use of digital assets: website, social media, targeted publications, as well as facilitate direct engagement with relevant actors and experts. • Support on knowledge management to facilitate reporting on project implementation. • Generate standard statistical reports and other reports. • Provide secretarial, administrative and logistics support to meetings, boards, committees, conferences, etc. • Maintain files (both paper and electronic) and databases for work unit.

C: Proposed Budget of the Global Framework on Chemicals Fund

Project personnel component		2024 (6 m.)	2025	Total
1100	Professional support (title and grade)			
1101	Programme Officer P-4 (Coordinator)	\$122'400	\$252'144	\$374'544
1102	Programme Officer P-3	\$104'250	\$214'755	\$319'005
1103	Associate Programme Officer P-2 - JPO (Project Implementation)	\$ -	\$ -	\$ -
1199	Subtotal	\$ 226'650	\$ 466'899	\$ 693'549
1200	Consultants (Description of activity or service)			
1201	Consultants	\$ 20'000	\$ 20'000	\$ 40'000
1299	Subtotal	\$ 20'000	\$ 20'000	\$ 40'000
1300	Administrative support (title and grade)			
1301	Administrative Assistant G-4	\$ 80'000	\$ 164'800	\$ 244'800
1302	Team Assistant G-4	\$ 80'000	\$ 164'800	\$ 244'800
1399	Subtotal	\$ 160'000	\$ 329'600	\$ 489'600
1600	Travel on official business			
1601	Personnel travel on official business	\$ 5'000	\$ 5'000	\$ 10'000
1699	Subtotal	\$ 5'000	\$ 5'000	\$ 10'000
1999	Component total	\$ 411'650	\$ 821'499	\$ 1'233'149
Activities				
2100	Projects			
	<i>final amount depends on applications received and agreed</i>			
2101	GFC Implementation Projects (to be confirmed)	\$ -		\$ -
2199	Subtotal	\$ -	\$ -	\$ -
2999	Component total	\$ -	\$ -	\$ -
Meetings and conferences				
3100	Meetings and conferences			
3101	Executive Board meetings	\$ 30'000	\$ 15'000	\$ 45'000
3399	Subtotal	\$ 30'000	\$ 15'000	\$ 45'000
3999	Component total	\$ 30'000	\$ 15'000	\$ 45'000
Premises component				
4100	Fixed operating costs			
4101	Overhead costs	\$ 50'000	\$ 50'000	\$ 100'000
4199	Subtotal	\$ 50'000	\$ 50'000	\$ 100'000
4999	Component total	\$ 50'000	\$ 50'000	\$ 100'000
Miscellaneous component				
5300	Sundry			
5301	Communications	\$ 10'000	\$ 10'000	\$ 20'000
5302	Translation of documents	\$ -	\$ -	\$ -
5399	Subtotal	\$ 10'000	\$ 10'000	\$ 20'000
5999	Component total	\$ 10'000	\$ 10'000	\$ 20'000
Direct project cost		\$ 501'650	\$ 896'499	\$ 1'398'149
Programme support cost (13%)		\$ 65'215	\$ 116'545	\$ 181'759
Grand total		\$ 566'865	\$ 1'013'044	\$ 1'579'908

Annex 3:

Guidance Document for the Global Framework on Chemicals Fund

First Round of Applications – 2024



**Guidance on the scope of the
Global Framework on Chemicals Fund
for the first round of applications (2024)**

Contents

1.	Introduction	3
2.	What is the Global Framework on Chemicals Fund?3	
2.1	Strategic Priorities for the Fund	4
2.2	What is a Global Framework on Chemicals Fund project?	4
2.3	Who can apply for funding from the Fund?	5
2.4	Does the Fund accept regional/multi-country projects?	6
2.5	What amount of support is available?	6
2.6	What is the maximum duration of a project?	6
2.7	What are the requirements for monitoring and evaluation?	7
2.8	Where do I find the application forms?	7
2.9	In what language should I submit my application?	7
2.10	What is the application deadline?	7
2.11	Can I seek assistance in the preparation of my application?	7
2.12	What happens next?	8
	Addendum: Terms of reference of the Global Framework on Chemicals Fund for the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste	10

1. Introduction

In 2023, the fifth International Conference on Chemicals Management requested the Executive Director of UNEP to establish a time-limited voluntary trust fund, the Global Framework on Chemicals Fund, that will provide resources to support the objectives and strategic priorities of the Global Framework on Chemicals.

The Terms of Reference of the Fund were adopted as an Annex to Resolution V/3 on Financial Considerations in September 2023. The fund will be open to receive voluntary contributions for five years from the date on which it is established by the Executive Director, which is September 2028. Funds may be disbursed for a maximum of seven years from that date, which is September 2030.

The fund seeks to complement existing financial mechanisms, such as the Special Programme¹, the SIP² and the GEF³ and funds that support biodiversity and climate change, amongst others⁴, to build on national projects or activities and generate sustainable project outputs nationally, regionally, and globally. The purpose is to achieve **substantial and visible impacts** that promote the safe and sustainable management of chemicals and waste with measurable results.

This guidance is designed to assist applicants in understanding the scope of the Global Framework on Chemicals Fund and identify projects that will be prioritised for funding in support of the strategic objectives and targets of the Global Framework on Chemicals.

2. What is the Global Framework on Chemicals Fund?

Strengthening the safe and sustainable management of chemicals and waste in the long term is essential for sustainable development. The 2030 Agenda for Sustainable Development and its 17 Sustainable Development Goals were adopted by the General Assembly of the United Nations in September 2015. The integration of sound management of chemicals and waste⁵ into the 2030 Agenda for Sustainable Development was a major achievement.

The objective of the Global Framework on Chemicals Fund is to support implementation activities in developing countries, least developed countries, small island developing States and countries with economies in transition. This will be achieved by financing projects and programmes that will support transformative change to prevent, or where prevention is not feasible, minimize harm from chemicals and waste to protect the environment and human health, including vulnerable groups and workers. All funded activities will have clear, defined, and measurable impact.

The expected outcome of the initiatives financed through the Global Framework on Chemicals Fund is to create programmes, alliances, and various innovative approaches that implement the vision of the Global Framework on Chemicals by achieving its strategic objectives and targets.

¹ Special Programme on Institutional Strengthening

² Specific International Programme under the Minamata Convention

³ Global Environment Facility

⁴ [SAICM](#): Assessment on linkages with other clusters related to chemicals and waste management and options to coordinate and cooperate on areas of common interest (July 2022)

⁵ Here understood as hazardous waste. Nuclear waste, biological waste, sanitation waste and other such types of waste are not included.

2.1 Strategic Priorities for the Fund

Strategically the fund will finance and prioritise those proposals that:

- i. Strengthen national and regional capacities for the implementation of the Global Framework on Chemicals by promoting the development, implementation and enforcement of enhanced national policies, strategies and regulatory frameworks that significantly improve the capacities for managing chemicals and waste at the national level.
- ii. Implement programmes that promote the safe and sustainable management of chemicals and waste in economic and industrial sectors along value chains.
- iii. Promote policies that enable countries to unlock and secure funding for managing chemicals and waste, for example, fiscal policies and/or fee-based mechanisms, to ensure the sustainability of the institutions and systems established. This may include approaches that leverage private finance and promote innovative and blended finance schemes.
- iv. Integrating sound chemicals and waste management in sustainable development decision-making processes, supporting approaches that enhance cooperation and coordination among those responsible for implementing international instruments or programmes, including those that do not primarily focus on chemicals and waste management but where chemicals and waste management may be essential to achieve beneficial health and environmental outcomes.
- v. Address issues of concern as well as cross-cutting themes.

2.2 What is a Global Framework on Chemicals Fund project?

The following table sets out minimum and other criteria that could be used to prioritise projects.

Minimum criteria:
<p>The project:</p> <ul style="list-style-type: none">• Is aligned and supports the vision, strategic objectives, and targets of the Global Framework on Chemicals, with particular attention to the strategic priorities that have been set out above.• Builds long-term capacity in the management of chemicals and waste nationally, regionally, or internationally.• Has a sustainable financing mechanism or a plan for ensuring long-term sustainability beyond the life of the Global Framework on Chemicals funding.• Should try to achieve at least 25% co-financing which could include in-kind contributions such as staff time, accommodation, office space or operating costs.• Creates synergies with other related initiatives in the country, regionally and/or globally.• Does not duplicate existing projects and programmes funded under other bilateral or multilateral funding mechanisms.

- Has a gender mainstreaming component and promotes UNEP safeguard standards⁶.
- Involves sectors and stakeholders, in particular other ministries and authorities, relevant to implementing the specific projects.

Desirable criteria:

The project:

- Supports the implementation of ICCM 5 resolutions, taking into account priorities for implementation as mentioned in para 9 of resolution V/8.
- Builds on or complements previous initiatives and projects to ensure the sustainability of the outcomes and draws on lessons learned.
- Implements large-scale projects possibly through established structures such as regional centres, health networks etc.
- Has the potential to be scaled up from national to regional or global level.
- Prioritises the involvement of major economic and industry sectors.
- Engages with civil society, non-economic sectors, the private sector and/or other relevant stakeholders.
- Explores or demonstrates links with investment and development banks for investment opportunity, particularly for higher-value projects.
- Supports the private and finance sector, especially small businesses, to incorporate strategies and policies that ensure the safe and sustainable management of chemicals in their financial approaches and encourages them to adopt and apply internationally recognized reporting standards.

2.3 Who can apply for funding from the Fund?

Paragraph 12 of Resolution V/ 3 on financial considerations states that “the objective of the Global Framework on Chemicals Fund is to support implementation activities in developing countries, least developed countries, small island developing states, and countries with economies in transition.”

There are two possible types of applicants under the Fund:

⁶ Gender mainstreaming in the context of the safe and sustainable management of chemicals and waste is an overarching issue that involves assessing and planning for how the harmful impacts of pollution from chemicals and waste affect women, children, and men differently.

UNEP’s Environmental and Social Sustainability Framework sets out seven safeguard standards, several of which are of relevance to Global Framework on Chemicals Fund projects. Safeguard standard 3 on pollution prevention and resource efficiency is of particular relevance as it aims to, among other things: avoid or minimize generation of hazardous or non-hazardous waste and promote a human rights-based approach to the environmentally sound management and disposal of hazardous substances and wastes.

See also: Report of the Special Rapporteur on the implications for human rights of the environmentally sound management and disposal of hazardous substances and wastes

- a) **Governments:** Eligible Governments include those listed as developing economies, least developed countries, small island developing States or countries with economies in transition in the annexes to the United Nations World Economic Situation and Prospects Report⁷, that have endorsed or given other appropriate formal recognition of and support for the Global Framework on Chemicals. The Board is likely to exclude countries listed by the World Bank as high-income countries. The official Global Framework on Chemicals focal point is required to support the application on behalf of the Government through the provision of a letter accompanying the submission of the application. To foster cross-sectoral impact, supporting letters from other authorities and stakeholders relevant for implementing the project or its outcomes should be annexed.
- b) On an exceptional basis, and with regard to the resources and administrative capacity available, representatives of **civil society networks** may apply to the Global Framework on Chemicals Fund subject to the agreement of the countries hosting the projects or programmes. For the purposes of the Fund, such agreement should be provided by the designated national focal point in the country concerned through an accompanying letter with the application.

It is expected that the applicant will play a key role in implementing the project. Where appropriate, the applicant may consider nominating a delivery organization to implement the project⁸.

2.4 Does the Fund accept regional/multi-country projects?

The Fund will accept applications for regional/multi-country projects that propose efficient implementation arrangements in a project that demonstrates visible and substantial impact to implement the Global Framework on Chemicals in the countries/region concerned.

Several governments together with relevant stakeholders may jointly submit a sub-regional, regional or inter-regional (i.e., multi-country) project. This may be an optimal approach for implementation issues affecting a wide range of stakeholders, which are best addressed in a coordinated manner. For administrative purposes, an entity involved in the project should be designated as the single point of contact with the secretariat and coordinate on behalf of the project/programme.

The application and budget forms used for the submission of regional/multi-country projects are the same as those that are used for the submission of individual country projects.

2.5 What amount of support is available?

The Global Framework on Chemicals Fund may provide finance from US\$300,000 to a maximum of US\$800,000 per individual project proposal. The proposed budget should aim to include a maximum of 5% for project management/administrative costs but for multi-country or regional projects this may be slightly higher. These costs should include provisions for monitoring and evaluation as well as audit.

2.6 What is the maximum duration of a project?

Projects should ideally be fully completed within three years from the receipt of the letter of agreement unless agreed otherwise by the Executive Board.

⁷ See United Nations World Economic Situation and Prospects Report available at https://www.un.org/development/desa/dpad/wp-content/uploads/sites/45/WESP_2024_Web.pdf

⁸ In compliance with UN financial rules, profitmaking companies cannot serve as project delivery organizations.

2.7 What are the requirements for monitoring and evaluation?

In line with UNEP policies, an approved project will be required to set up a monitoring plan to track progress against the project's logical framework and budget. Terminal evaluation will also be required to be undertaken along with an audit.

This is in line with UNEP's implementation of Results Based Management which aims to improve project management throughout its life cycle: from initiation (analysis, project planning and design) to implementation (results-based monitoring, adjustments, and reporting), and closure (final evaluations and reports, and integrating lessons learned into future programming). Disbursements of funds under a project agreement are tied to periodic reporting, including expenditure reports and the demonstration of results. These will be reported back to the Executive Board.

2.8 Where do I find the application forms?

The complete set of application forms can be downloaded from the Fund's website [\[insert link\]](#)

A complete application package consists of the following documents:

- Form A - Project Application Form
- Form B – Project Budget

In addition, the following documents should also be included with the application package:

- Letters of support from the national focal point and supporting letters from relevant ministries and authorities in particular
- Proof of co-funding from beneficiary country and other sponsors and donors
- Other supporting documents

Complete application packages should be sent electronically in **Word and PDF** versions (with scanned or electronic signatures), to: [insert generic email address] by the deadline set by the Executive Board.

2.9 In what language should I submit my application?

While the application Guidance is available in the 6 official UN languages, the Executive Board of the Global Framework on Chemicals Fund works in English and **all project applications must therefore be submitted in English.**

2.10 What is the application deadline?

Rounds of applications will take place on an annual basis with a deadline set by the Executive Board. Information on the current application cycle can be found on the website: [\[insert link\]](#)

Applicants are encouraged to submit their application packages as early as possible in advance of the deadline for the Secretariat to review them for completeness and eligibility and provide guidance.

2.11 Can I seek assistance in the preparation of my application?

The Secretariat is available to provide assistance upon request from applicants during the

preparation of their application. Applicants are encouraged to reach out to the Secretariat as early as possible and at least 6 weeks before the application deadline to secure assistance, if required. The Secretariat will not be able to support late requests. Kindly send all requests to xxxxxxxxxxxxxxxx@un.org

In addition, intergovernmental organizations, including regional bodies and the participating organizations of the Inter-Organization Programme for the Sound Management of Chemicals (IOMC) may provide technical assistance in the development of project proposals when requested by project proponents.

2.12 What happens next?

The Secretariat will acknowledge receipt of the application package, no later than one week after receipt.

Step 1: Screening by the Global Framework on Chemicals Fund Secretariat

The Secretariat screens the applications to ensure they are complete and eligible.

During the screening process the Secretariat may request additional information or clarifications from the applicant to facilitate the eligibility and completeness process.

It is imperative that applications reach the Secretariat before the deadline so that if there are any missing/additional items required, the Secretariat can alert the applicant of missing items for submittal before the deadline. *Incomplete applications cannot be considered for funding by the Executive Board.*

Step 2: Initial review by the Secretariat

The Secretariat conducts a high-level review and prepares a summary of the applications for consideration by the Executive Board.

Step 3: Appraisal and Approval by the Executive Board

The Executive Board will appraise all the complete and eligible project proposals, taking into account the high-level review undertaken by the Secretariat, at its annual meeting.

Projects applications will be discussed, decided on and approved by the Executive Board, subject to the availability of funds.

If an applicant is represented by a member of the Executive Board that is due to take a decision on the application, that Board member will recuse themselves from the deliberations of, and decision-making on, the application.

Step 4: Notification of applicants

The Secretariat will notify the applicants in writing of the decision of the Executive Board within two weeks of the relevant Executive Board meeting.

Step 5: Implementation arrangements

Activities financed by the Global Framework on Chemicals Fund will be implemented in accordance with the project management arrangements approved by the Executive Board. Project management arrangements will include the conversion of applications into relevant legal instruments, which would form the basis of a signed funding agreement between the project proponent and UNEP as the Fund administrator. Financial and reporting arrangements will be set up with the project manager. The schedule of disbursements will be set out in the project agreement, subject to the acceptance by UNEP of periodic progress and expenditure reports submitted by the implementing partner under the project agreement.

Addendum: Terms of reference of the Global Framework on Chemicals Fund for the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste

A. Administering organization

1. The Executive Director of the United Nations Environment Programme is invited to establish and manage a trust fund to support the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste. The Framework secretariat will provide administrative support to the trust fund. This trust fund to support the Global Framework for Chemicals – For a Planet Free of Harm from Chemicals and Waste shall be separate from the existing trust fund used for the expenses of the Framework secretariat and the intergovernmental process.

B. Objective

2. The trust fund will provide resources to support the objective and strategic priorities of the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste.

C. Time limit

3. The trust fund will be open to receive voluntary contributions for five years from the date on which it is established by the Executive Director. Funds may be disbursed for a maximum of seven years from that date.

D. Strategic priorities

4. The Global Framework on Chemicals Fund should mobilize resources for national priority activities in keeping with the work areas set out in the strategic objectives and targets of the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste.

E. Sources of financing

5. Contributions shall be encouraged from Governments, regional economic integration organizations, the private sector, including industry, foundations, other non-governmental organizations and other stakeholders.

F. Eligibility rules

6. Developing countries and countries with economies in transition will be eligible for support. Approval of projects meeting the objectives outlined in the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste will take into account considerations related to geographic and sectoral balance and will pay particular attention to urgent needs and the requirements of least developed countries and small island developing States.
7. Project proposals may be presented by those Governments participating in the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste that have endorsed or given other appropriate formal recognition of and support for the Framework, through the relevant Governments. Project proposals must contain full justification for the amount sought.
8. On an exceptional basis and with regard to the resources and administrative capacity available, representatives of civil society networks participating in the Global Framework on

Chemicals – For a Planet Free of Harm from Chemicals and Waste shall also be eligible to present project proposals, subject to endorsement by the countries hosting the projects.

G. Project assessment and approval

9. The participating organizations of the Inter-Organization Programme for the Sound Management of Chemicals may provide technical assistance in the development of project proposals when requested to do so by project proponents.
10. Project proposals will be country-driven and will be submitted to the Framework secretariat and screened for completeness and eligibility.
11. Screened projects will be submitted by the secretariat of the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste to the Executive Board of the Fund for appraisal and approval.
12. Independent monitoring and evaluation and reporting on project implementation to the Global Framework on Chemicals Fund Executive Board will be the responsibility of project proponents.

H. Guidance by the Executive Board

13. The Global Framework on Chemicals Fund Executive Board will review reports on project implementation, as well as from the Executive Director of the United Nations Environment Programme on the financial resources and administration of the trust fund, and provide guidance and take decisions thereon.
14. The Global Framework on Chemicals Fund Executive Board will report to the Conference at its regular sessions on the operations of the Fund.

I. Accounts and audit

15. The accounts and financial management of the Global Framework on Chemicals Fund shall be subject to the internal and external audit process of the United Nations. Accounts for the trust fund shall be presented to the Executive Board as soon as possible after the financial period is closed and shall also be considered by the Conference.

Annex 4:

**Project application template and project budget summary for the Global Framework on
Chemicals Fund**

First Round of Applications – 2024

A: Project application template

GLOBAL FRAMEWORK ON CHEMICALS – FOR A PLANET FREE OF HARM FROM CHEMICALS AND WASTE

FORM A – PROJECT APPLICATION FIRST ROUND OF APPLICATIONS – 2024

Instructions:

1. Please read the *Guidance on the Scope of the GFC Fund* carefully before filling in the Application Form.
2. Please do not modify the form's original format. Modified forms will not be accepted.
3. Please complete the fields below by replacing the text in blue with the information requested and/or checking the tick boxes, as appropriate.

SECTION 1: PROJECT PROPOSAL SUMMARY

NOTE: For regional/multi-country applications, please complete this section with information pertaining to the applicant that will take the lead in communicating with the Secretariat (the lead applicant). Annex 2 should then be completed for each co-applicant country.

A. Project Title	[Insert title of project]
B. Applicant Type	Applicant is a: <input type="checkbox"/> Government - please complete section C below and skip sections D and E <input type="checkbox"/> Civil Society network - please skip sections C and E below and complete section D <input type="checkbox"/> Other entity - please skip sections C and D below and complete section E
C. Applications by Governments	
C1. Name of applicant	[Insert name of the applicant government]
C2. Applicant Government Institution	[Insert name of the application government institution]
C3. Relationship with Global Framework on Chemicals	Has the applicant government endorsed or given other formal recognition of and support to the Global Framework on Chemicals? <input type="checkbox"/> Yes - please attach evidence of the endorsement or formal recognition <input type="checkbox"/> No
D. Applications by Civil Society Networks	
D1. Name of applicant	[Insert name of the civil society network participating in the Framework]
D2. Relationship with Global Framework on Chemicals	Is the Civil Society Network participating in the Global Framework on Chemicals? <input type="checkbox"/> Yes <input type="checkbox"/> No
D3. Endorsement	Has the country hosting the project endorsed the application? <input type="checkbox"/> Yes - please attach letters of support from the Global Framework on Chemicals Focal Point and other relevant ministries and authorities <input type="checkbox"/> No

E. Applications by other organizations and entities	
E1. Name of applicant organization/entity	[Insert name of the organization or entity]
E2. What is the legal nature of the organization/entity?	<p>The applicant organization or entity is [Select the appropriate response]:</p> <p><input type="checkbox"/> A non-government organization</p> <p><input type="checkbox"/> An inter-governmental organization</p> <p><input type="checkbox"/> A United Nations system organization</p> <p><input type="checkbox"/> An academic institution</p> <p><input type="checkbox"/> Other, please specify: _____</p> <p>PLEASE NOTE: applications from private sector entities are not permitted as UNEP is unable to sign implementing partnership agreements with such entities.</p> <p>Please attach proof of the incorporation or founding documents for the entity concerned.</p>
E3. Endorsement	<p>Has the country hosting the project endorsed the application?</p> <p><input type="checkbox"/> Yes - please attach letters of support from the Global Framework on Chemicals Focal Point and other relevant ministries and authorities</p> <p><input type="checkbox"/> No</p>
F. For regional/multi-country projects	
F1. Describe the implementation arrangements for the project.	[1500 characters max]
F2. How does the project demonstrate visible and sustainable impact to implement the Global Framework on Chemicals in the countries concerned?	[1500 characters max]
G. Status of the Country/ies in which the project would be implemented	
<p>The objective of the GFC Fund is to support implementation activities in developing countries, least developed countries, small island developing States and countries with economies in transition.</p> <p>Country status is determined with reference to the statistical annexes to the United Nations World Economic Situation and Prospects Report, specifically tables B (economies in transition), C (developing economies by region), F (least developed countries) and G (small island developing States). The Board is likely to exclude countries listed by the World Bank as high-income countries.</p> <p>NOTE: for regional/multi-country applications please respond to this question here for the lead applicant and in Annex 2 for each other country involved in the project.</p>	
Country Status: [Select the appropriate checkboxes below]	
Developing Country <input type="checkbox"/> Least Developed Country <input type="checkbox"/> SIDS <input type="checkbox"/> CEIT <input type="checkbox"/>	
H. Total Proposed Budget requested from	[Insert total proposed budget requested from the Special Programme Trust Fund (excluding the amount for co-financing). This amount should be between US\$300,000 and

GFC Fund	US\$800,000.]
I. Duration	[Projects should ideally be fully completed within three years from the receipt of the letter of agreement] [insert number] months
J. Project objective¹³: [should be consistent with the vision, strategic objectives and targets of the Global Framework on Chemicals – For a Planet Free of Harm from Chemicals and Waste and contribute to the expected outcomes of the Framework.]	[Insert the objective of the project] [Maximum 200 characters]
K. Describe the rationale for the project	[Insert description of work areas set out in the strategic objectives and targets of the Framework that the project addresses] 1500 characters max]
L. Describe how the project addresses the strategic priorities for the GFC Fund	The project addresses the following strategic objectives of the GFC Fund: [Select the appropriate checkboxes below] <input type="checkbox"/> Strengthening capacities for the implementation of the GFC by promoting the development, implementation and enforcement of enhanced national policies, strategies, and regulatory frameworks that significantly improve the capacities for managing chemicals and waste at the national level. <input type="checkbox"/> Implementing programmes that promote the safe and sustainable management of chemicals and waste in economic and industrial sectors along value chains. <input type="checkbox"/> Promoting policies that enable countries to unlock and secure funding for managing chemicals and waste, for example, fiscal policies and/or fee-based mechanisms, to ensure the sustainability of the institutions and systems established. This may include approaches that leverage private finance and promote innovative and blended finance schemes. <input type="checkbox"/> Integrating sound chemicals and waste management in sustainable development decision-making processes, supporting approaches that enhance cooperation and coordination among those responsible for implementing international instruments or programmes, including those that do not primarily focus on chemicals and waste management but where chemicals and waste management may be essential to achieve beneficial health and environmental outcomes. <input type="checkbox"/> Addressing issues of concern as well as cross-cutting themes. Please describe below how the project addresses these strategic priorities. [1500 characters max]

¹³ An objective describes the overall intention, which should be achieved at the end of a defined period. (Source: UNEP Glossary of Results Definitions April 2021)

M. Multi-sectoral approach	Describe how the project adopts a multi-sectoral approach [1500 characters max]	
N. Stakeholders	Describe how the project adopts a multi-stakeholder approach [1500 characters max]	
O. Sustainability	Describe how the sustainability of the project's results will be ensured. Please include an exit strategy. [1500 characters max]	
P. Information Regarding Additional Funding Sources Viability of co-financing	Has the beneficiary contribution/co-financing been confirmed in full?	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Is the viability of the project dependent on confirmation of funding or in-kind contribution that is not yet confirmed in addition to the GFC Fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION 2: PROJECT DESCRIPTION

PROJECT OUTCOME¹⁴

[INSERT TITLE HERE]

Provide a brief description of the project outcome.

[1500 characters max]

OUTPUT 1:

[INSERT TITLE HERE]

Provide a brief description of the output and how it will contribute to the objective of the project

[1500 characters max]

Explain how this output will contribute to implementation of the Global Framework on Chemicals

Activity 1.1:

Proposed cost: [Enter the amount in USD]

Provide a description of the activity, who will implement it and how it will be implemented

[1500 characters max]

Activity 1.2: [insert title here]

Proposed cost: [Enter the amount in USD]

Provide a description of the activity, who will implement it and how it will be implemented

[1500 characters max]

Activity 1.3: [insert title here]

Proposed cost: [Enter the amount in USD]

Provide a brief description of the activity, who will implement it and how it will be implemented

[1500 characters max]

OUTPUT 2:

[INSERT TITLE HERE]

Provide a brief description of the output and how it will contribute to the objective of the project

[1500 characters max]

Explain how this output will contribute to implementation of the Global Framework on Chemicals

[1500 characters max]

Activity 2.1: [insert title here]

Proposed cost: [Enter the amount in USD]

Provide a brief description of the activity, who will implement it and how it will be implemented

¹⁴ An outcome is the use (i.e., uptake, adoption, application) of an output by intended beneficiaries, observed as a change in institutions or behaviors, attitudes or conditions. (Source: UNEP Glossary of Results Definitions April 2021)

[1500 characters max]	
Activity 2.2: [insert title here]	Proposed cost: [Enter the amount in USD]
<i>Provide a brief description of the activity, who will implement it and how it will be implemented</i> [1500 characters max]	
Activity 2.3: [insert title here]	Proposed cost: [Enter the amount in USD]
<i>Provide a brief description of the activity and how it will be implemented</i> [1500 characters max]	

OUTPUT 3: [INSERT TITLE HERE]	
<i>Provide a brief description of the output and how it will contribute to the objective of the project</i> [1500 characters max]	
<i>Explain how this output will contribute to implementation of the Global Framework on Chemicals</i> [1500 characters max]	
Activity 3.1: [insert title here]	Proposed cost: [Enter the amount in USD]
<i>Provide a brief description of the activity, who will implement it and how it will be implemented</i> [1500 characters max]	
Activity 3.2: [insert title here]	Proposed cost: [Enter the amount in USD]
<i>Provide a description of the activity, who will implement it and how it will be implemented</i> [1500 characters max]	
Activity 3.3: [insert title here]	Proposed cost: [Enter the amount in USD]
<i>Provide a brief description of the activity, who will implement it and how it will be implemented</i> [1500 characters max]	

[If your project has more outputs than are provided for above, please copy and paste the Output fields as needed. Alternatively, please delete any unused rows should your project have fewer than the number of outputs provided for above. **Please do NOT delete the output relating to monitoring, evaluation and audit below.**]

OUTPUT X: Monitoring, Evaluation, Audit [Please leave the inserted text under activities 4.1, 4.2 and 4.3 and provide further specifications under each activity if needed]	
Activity X.1: Establish a project monitoring plan	Proposed cost: [Enter the amount in USD]
The implementing team will monitor on a regular basis (select: quarterly or biannually) the progress made of the	

project against the activities, output and overall objective of the logframe	
Activity X.2: Independent evaluation	Proposed cost: [Enter the amount in USD]
Three months before the end of the project, the implementation team will hire an independent evaluation expert who will conduct the final evaluation of the project. The project progress will be measured against the logframe indicators.	
Activity X.3: Independent audit	Proposed cost: [Enter the amount in USD]
At the end of the project, the implementing team will hire an independent auditor who will conduct a financial audit of the project.	

INFORMATION ON PROJECT MANAGEMENT AND IMPLEMENTATION

Is the proposed implementing entity the same as the applicant?	<input type="checkbox"/> Yes <input type="checkbox"/> No [Insert name of the proposed implementing entity]: If NO: what is the legal nature of the proposed implementing entity? <input type="checkbox"/> Government institution <input type="checkbox"/> Inter-governmental organization <input type="checkbox"/> Non-government organization <input type="checkbox"/> United Nations system organization <input type="checkbox"/> Academic institution <input type="checkbox"/> Other [please specify]: NOTE: UNEP cannot sign implementing partner agreements with private sector entities.
Describe how the project will be managed and implemented. Please include an organogram showing the different actors to be involved in the project.	[All project partners who will be involved in project implementation should be identified in this section and every such partner should have provided a letter of support setting out their role in the project.]

DESCRIBE HOW THE PROJECT BUILDS ON PREVIOUS INITIATIVES AND PROJECTS AND DRAWS ON LESSONS LEARNED, WHERE APPLICABLE. [This may include projects financed by the Global Environment Facility, the Special Programme and the Specific International Programme of the Minamata Convention on Mercury.]

[1500 characters max]

PROJECT RISKS AND MITIGATION MEASURES

[Please identify the top three risks that might affect implementation of your project if approved, along with appropriate mitigation measures.]

Risk 1:

Mitigation measure 1:

Risk 2:

Mitigation measure 2:

Risk 3:

Mitigation measure 3:

PROJECT GENDER MAINSTREAMING AND SAFEGUARD CONSIDERATIONS

Please describe how the project will take gender and safeguards considerations into account.

Please ensure that any approaches outlined in this section are appropriately reflected in the activities and outputs described above.

Please consider including related indicators in the project logical framework (section 3), where appropriate.

[1500 characters max]

SECTION 4: SIGNATURE, ENDORSEMENT AND CERTIFICATION

1. REPRESENTATIVE OF THE APPLICANT ENTITY

Name	
Functional Title	
Institution / Department / Section	
Organization	
Address	
Phone	
E-Mail	
E-Mail for back-up person	

APPLICANT CERTIFICATION

I certify that the information provided in this application, including all enclosures, is accurate. I confirm that should this project be approved initial management arrangements should be concluded between UNEP, as trustee, and the designated project implementing body or agency. I also note that should this project be approved, the GFC secretariat will make the relevant project details publicly available on the [GFC homepage](#).

APPLICANT SIGNATURE

Date	[Day/Month/Year]
Signature	

**2. NATIONAL GLOBAL FRAMEWORK ON CHEMICALS FOCAL POINT:
RECORD OF SUPPORT OF THE APPLICATION ON BEHALF OF THE GOVERNMENT**

The official Global Framework on Chemicals focal point is required to support the application on behalf of the Government through the provision of a letter accompanying the submission of the application. To foster cross-sectoral impact, supporting letters from other authorities and stakeholders relevant for implementing the project or its outcomes should be annexed.

Name	
Functional Title	
Institution / Department / Section	
Organization	
Address	
Phone	
E-mail	
I, the Official focal point for the GFC [insert country name here] hereby support this application for funding under the Global Framework on Chemicals Fund and confirm that the Government has endorsed or given other formal recognition of and support to the Global Framework on Chemicals.	
Date	[Day/Month/Year]
Signature	

ANNEX 1: PROJECT PARTNERS

Please include a letter of support from the implementing entity, confirming that they will be responsible for implementation of the project.

IMPLEMENTING MINISTRY / ORGANIZATION	
Project Implementing Ministry/ Organisation	[Insert institution name]
Contact person	[Insert first name and last name]
Functional Title	
Section / Department	
Address	
Phone	
E-Mail	

ANNEX 2: ADDITIONAL INFORMATION FOR MULTI-COUNTRY APPLICATIONS

Please fill out one version of this annex for each participating country (co-applicant)

A. Project Title	[Insert title of project]
B. Applicant Type	Applicant is a: <input type="checkbox"/> Government – please complete section C below and skip sections D and E <input type="checkbox"/> Civil Society network – please skip sections C and E below and complete section D <input type="checkbox"/> Other entity – please skip sections C and D below and complete section E
C. Applications by Governments	
C1. Name of co-applicant	[Insert name of the applicant government]
C2. Co-applicant Government Institution	[Insert name of the application government institution]
C3. Relationship with Global Framework on Chemicals	Has the applicant government endorsed or given other formal recognition of and support to the Global Framework on Chemicals? <input type="checkbox"/> Yes – please attach evidence of the endorsement or formal recognition <input type="checkbox"/> No
D. Status of the Country/ies in which the project would be implemented	
<p>The objective of the GFC Fund is to support implementation activities in developing countries, least developed countries, small island developing States and countries with economies in transition.</p> <p>Country status is determined with reference to the statistical annexes to the United Nations World Economic Situation and Prospects Report, specifically tables B (economies in transition), C (developing economies by region), F (least developed countries) and G (small island developing States). The Board is likely to exclude countries listed by the World Bank as high-income countries.</p>	
Country Status: [Select the appropriate checkboxes below] Developing Country <input type="checkbox"/> Least Developed Country <input type="checkbox"/> SIDS <input type="checkbox"/> CEIT <input type="checkbox"/>	

B: Project Budget Summary

GFCF Project Application Form - Project Budget Summary

Project Title:

Sponsor	Project Output Activity No.	Activities	Staff and Other Personnel Costs (FT30_010)				Contractual Services ¹ (FT30_120)				Equipment ² (FT30_135)				Travel (FT30_160)				Grand Total	
			Year 1	Year 2	Year 3	Total	Year 1	Year 2	Year 3	Total	Year 1	Year 2	Year 3	Total	Year 1	Year 2	Year 3	Total		
Special Programme Trust Fund (SPTF)	Proposed Measure 1:																			
	1.1	Inception workshop				0				0				0				0	0	
	1.2					0				0				0				0	0	
	1.3					0				0				0				0	0	
	1.4					0				0				0				0	0	
	Sub-total for Proposed Measure 1			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Proposed Measure 2:																			
	2.1					0				0				0				0	0	
	2.2					0				0				0				0	0	
	2.3					0				0				0				0	0	
	2.4					0				0				0				0	0	
	Sub-total for Proposed Measure 2			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Proposed Measure 3:																			
	3.1					0				0				0				0	0	
	3.2					0				0				0				0	0	
	3.3					0				0				0				0	0	
	3.4					0				0				0				0	0	
	Sub-total for Proposed Measure 3			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Proposed Measure 4:																			
	4.1					0				0				0				0	0	
	4.2					0				0				0				0	0	
	4.3					0				0				0				0	0	
	4.4					0				0				0				0	0	
	Sub-total for Proposed Measure 4			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Proposed Measure 5: Monitoring, evaluation, financial audit and exit strategy																			
5.1					0				0				0				0	0		
5.2					0				0				0				0	0		
5.3					0				0				0				0	0		
5.4					0				0				0				0	0		
Sub-total for Proposed Measure 5			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Subtotal eligible costs [secured]			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Operating Costs costs (Maximin 5% of the total eligible costs)			0			0	0			0	0			0	0			0	0	
Total eligible costs [Secured]			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Percentage of Staff and Contractual Services budget			#DIV/0!			Max. 50%														
Percentage of Equipment budget			#DIV/0!			Max. 10%														
Total budget control cell			0.00			0.00														

Annex 5:

Logframe for the Global Framework on Chemicals Fund

First Round of Applications – 2024

GLOBAL FRAMEWORK ON CHEMICALS – FOR A PLANET FREE OF HARM FROM CHEMICALS AND WASTE

PROJECT TITLE:

SECTION 3: LOGFRAME/WORKPLAN FORMAT

Overall project objective/outcome	Indicators	Means of verification
<p>[Insert the overall project objective described in Section 1-J above.</p> <p>NB: There should be only one overall project objective]</p>	<p>Insert appropriate indicators to measure progress against the objective</p>	<p>Please insert the related means of verification to confirm that each indicator has been achieved.</p>

Output 1: Insert Title of Output 1				
#	Activities	Start date	Due date	Lead responsibility
1.1	Insert title of activity 1.1. as described in the project description	date	date	Insert name of entity responsible
1.2				
1.3				
1.4				
#	Indicators	Baseline	Target	Means of Verification
1.1	Insert indicator to measure progress against the activities	number	number	data source to measure progress
1.2				
1.3				
1.4				
Output 2: Insert Title of Output 2				
#	Activities	Start date	Due date	Lead responsibility
2.1	Insert title of activity 2.1. as described in the project description	date	date	Insert name of entity responsible
2.2				
2.3				
2.4				
#	Indicators	Baseline	Target	Means of Verification

2.1	Insert indicator to measure progress against the activities	number	number	data source to measure progress
2.2				
2.3				
2.4				

Output 3: Insert Title of Output 3				
#	Activities	Start date	Due date	Lead responsibility
3.1	Insert title of activity 3.1. as described in the project description	date	date	Insert name of entity responsible
3.2				
3.3				
3.4				
#	Indicators	Baseline	Target	Means of Verification
3.1	Insert indicator to measure progress against the activities	number	number	data source to measure progress
3.2				
3.3				
3.4				

Should there be more outputs in a project, please add boxes for each output and ensure that the last output relates to monitoring, evaluation, audit and exit strategy.

Output X: Monitoring, Evaluation and Audit				
#	Activities	Start date	Due date	Lead responsibility
4.1	Establish a project monitoring plan	date	date	Insert name of entity responsible
4.2	Independent evaluation			
4.3	Independent audit			
#	Indicators	Baseline	Target	Means of Verification
4.1	Insert indicator to measure progress against the activities			data source to measure progress
4.2				
4.3				