



SOFF Readiness Funding Request Template

Version 2.0

October 2023

Systematic Observations
Financing Facility

**Weather
and climate
data for
resilience**



SOFF Readiness Funding Request

The funding request should be prepared by the SOFF beneficiary country in collaboration with the SOFF peer advisor in coordination with the prospective SOFF Implementing Entity. In case of questions on how to complete this template, please contact the SOFF Secretariat at: soffsecretariat@wmo.int.

The SOFF Readiness Funding Request template includes the following sections:

- 1. Basic information**
- 2. SOFF Programming criteria**
- 3. Readiness phase outputs, timeline and budget**
- 4. Monitoring**
- 5. Readiness Phase Risk Management Framework**

The **Assignment Terms of Reference** are included in **Annex 1**.

1. Basic Information

SOFF Beneficiary Country	SOMALIA
Country Focal Point	SOMALIA METEOROLOGICAL AND CLIMATE AUTHORITY Eng Omar Shurie Permanent Representative of Somalia with WMO
Peer Advisor	NIGERIA METEOROLOGICAL AGENCY (NiMet) Permanent Representative of Nigeria with WMO
Peer Advisor Focal Point	OLUWASEUN WILFRED IDOWU, (NiMet)
Prospective Implementing Entity	UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)
Prospective Implementing Entity Focal Point	UNITED NATIONS DEVELOPMENT PROGRAMME
Total budget USD	150,000 USD
Delivery timeframe	October 2023 – March 2024
Date of approval	September 2023
Signature SOFF Steering Committee co-chairs (after Steering Committee approval of the funding request)	

2. SOFF Programming criteria

Please provide below an initial short description of the application of the [SOFF programming criteria](#) in the country.

Table 1: Programming criteria

<p>Close the most significant data gaps</p>	<p>According to the WMO Global GBON Gap Analysis for Somalia report based on the January 2022 baseline and assessment, the following gaps were identified:</p> <ol style="list-style-type: none"> 1. Upper-air data: There are no existing upper-air stations to generate upper-air data. <ol style="list-style-type: none"> a. The establishment of three (3) Upper-Air stations was recommended for the initial phase to close this gap. 2. Somalia does not have any surface observing stations that are transmitting data through GTS or WIS2.0. A minimum of 16 stations would be required to meet the standard density of GBON network for the country and 64 stations would be needed for a high-density observation network. 3. In closing data gaps, issues of low manpower must be considered. 4. Given the need to have data from the continent feeding into NWP models and regular weather and climate prediction in the country, a SOFF intervention in any of the above-mentioned areas will greatly enhance the capabilities for Meteorology and Hydrometeorology in Somalia and indeed on the African continent.
<p>Target easy fixes</p>	<p>The following can be targeted as immediate gains.</p> <ol style="list-style-type: none"> 1. Establishment/upgrade of the 16 surface stations to GBON standard with data transmission functionality for Somalia to have a standard density of observation network. 2. Upgrade the existing 24 surface stations within the country and any other manual station to GBON standard with data transmission functionality. 3. Possibilities of expansion of these stations with additional Stations (Synoptic and Upper Air) with GBON standards and data transmission functionality can be explored. The high-density Observation Network Master plan may be considered. <p>These will quickly raise the observation infrastructure and aid towards meeting GBON standards in the country.</p>

	<p>Note:</p> <ol style="list-style-type: none"> 1. Upper air stations require more resources in terms of finance and manpower to set up and sustain. 2. GTS requires the acquisition of hardware while the new WMO WIS2.0 only requires a computer and good internet connectivity. WMO may consider Somalia in among the initial beneficiaries of WIS.
<p>Maximize delivery capacity</p>	<p><i>The Peer Advisor (NiMet) conducted the initial Country Hydromet Diagnostic (CHD) Assessment, funded by the African Development Bank (AfDB), for Liberia in 2021 which provided an entry point for AfDB intervention in the country. In 2023, NiMet is currently working as the Peer Advisor on SOFF for Liberia and Supporting Spain as the Peer Advisor for Burkina Faso.</i></p> <p><i>NiMet has experience in the areas of activities under SOFF and has worked with UNDP before on capacity development issues in The Gambia. With years of experience in providing Technical Support to some other countries on the Continent, NiMet is suitably positioned to offer support to Somalia as a Peer Advisor and NiMet has no doubt in the ability of UNDP to intervene.</i></p> <p><i>However, NiMet does not have any ongoing work in Somalia nor receive any fund for activities in Somalia. This will provide NiMet with first entry into the country.</i></p> <p><i>The prospective implementing entity is UNDP Somalia Country Office. UNDP projects and programmes in Somalia are part of four portfolios, including, 1) Resilience and Climate Change; 2) Economic Recovery and Institutional Development; 3) Rule of Law and Security; 4) Inclusive Politics. In addition, UNDP Country Office have dedicated units for human resources management, finance and resources management and procurements. Senior management in its oversight and compliance functions, is supported by a dedicated Programme Oversight and Quality Assurance Unit. UNDP Country Office is in Mogadishu, with two area offices in Puntland and Somaliland, and support office in Nairobi, Kenya. UNDP also has project staff stationed in Galmudug, South-West, Jubaland and Hirshabeelle States. The total financial delivery of the Country Office range between USD 55 and 65 million per year. UNDP's Country Programme (2021-25) has total financial layout of USD 305.8 million.</i></p> <p><i>The proposed activities will be implemented as part of Resilience and Climate Change Portfolio and will benefit from strong partnerships base with relevant national and sub-national institutions. Complementarities with other projects will contribute towards cost effective delivery. Projects directly linked to the proposed initiative, include, Cross-cutting Capacity Development Project for Global Environment Governance (USD 1.5m, GEF/UNDP), Sustainable Charcoal Reduction and Alternative Livelihoods Programme (USD 8m, UNDP/Sweden/Italy/EU), Integrated Water Resources</i></p>

	<i>Management Project (USD 10m, LDCF/GEF/UNDP), Resilience Building through integrated approach for Environment, Water and Disaster Management (USD 7.5m, UNDP/Sweden) and National Adaptation Plan Support Programme (USD 2.7m, GCF/UNDP).</i>
Create leverage	<p><i>ICPAC is implementing a project titled, Intra ACP Climate Services and Related Applications (ClimSA) that started in January 2020 and will end on 31 December 2023. The project is funded under the 11th European Development Fund. Through this Project Somalia received Automatic Weather Stations, office equipment and post graduate trainings.</i></p> <p><i>Past Project on Integrated Water Resource Management to ensure water access and Disaster Reduction doe Somalia's Agro-Pastoralists- implemented by JEF and Ministry of Energy and Water Resources (Start Date Nov. 2018, End Date Sept. 2022 Budget 10M USD)</i></p> <p><i>The EW4ALL Initiative is hoped to deliver a National Strategic Plan for meteorological development.</i></p>
Sub-regional gains	<ol style="list-style-type: none"> 1. Achieving GBON standard stations in Somalia will assist the country in providing the quantity and quality of data required for meteorological services in Somalia. 2. GBON standard stations in Somalia will also assist the country in providing quality data as part of input data into WMO Global NWP centres. 3. The success of the SOFF initiative will also put Somalia in a good position as a contributor to the Intergovernmental Authority on Development (IGAD) Climate Prediction and Applications Centre (ICPAC) the observation capacities of Somalia will translate to improvement in the capacity to make accurate and timely forecasts for the region. 4. The UNDP will continue to provide linkages through regional hydromet projects with regional climate centres (ICPAC) and ACMAD as a continental centre, particularly on capacity building for weather and climate observation and predictions and closing the GBON gap to deliver early warning.
Ensure country balance	Somalia is a Least Developed Country that has experienced political instability in the recent past, which has greatly affected investment in observation infrastructure.

3. Readiness phase outputs, timeline and budget

The Terms of Reference for the development of the SOFF Readiness phase outputs (see Annex I) provide more detailed information. They also summarize the roles and responsibilities, as stated in the [SOFF Operational Manual](#), of the beneficiary country, the peer advisor, the

prospective Implementing Entity and WMO Technical Authority for the delivery of the Readiness phase outputs.

The budget for the development of the SOFF Readiness phase outputs by the SOFF peer advisor shall be a lump-sum, fixed cost amount. It shall be calculated using a cost-recovery approach based on the peer advisors' standard cost recovery rates.

Please indicate the expected time required to deliver the Readiness outputs and the total budget. See example below.

Table 2: outputs, timeline and budget

Outputs	Timeline					
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6 ¹
National GBON Gap Analysis						
GBON National Contribution Plan						
Country Hydromet Diagnostic (on demand)						
Total budget USD²	150,000 USD					

4. Monitoring

The beneficiary country and peer advisor shall notify the SOFF Secretariat on any delays that may impede the timely delivery of the Readiness phase outputs. If the assignment takes more than six months, the SOFF peer advisor shall submit semi-annual progress reports to the SOFF Secretariat (form to be provided by the SOFF Secretariat) stating the delivery status of the outputs.

The Readiness phase completion will be monitored by the peer advisor and the SOFF Secretariat using the following country-level Results Framework for the Readiness phase.

¹ It is expected that the assignment is completed within six months. If more time is required for exceptional circumstances, please add additional months to the table.

² Eligible expenditures are limited to: Staff and consultants; Consultations, national technical workshops, and communications; Travel and transportation costs; Other incidental expenditures.

Table 3: Result framework

Outputs	Indicator	Target
1. GBON National Gap Analysis	GBON gap established and reviewed (Y/N)	GBON gap analysed and reviewed by WMO Technical Authority
2. GBON National Contribution Plan	GBON national contribution plan developed (Y/N)	GBON national contribution plan developed and reviewed by WMO Technical Authority
	GBON National Contribution Plan includes gender considerations (Y/N)	GBON National Contribution Plan includes gender considerations
3. Country Hydromet Diagnostic (on demand)	Country Hydromet Diagnostic developed (Y/N)	Country Hydromet Diagnostic developed

5. Evaluation

An evaluation from both, the beneficiary country and the prospective Implementing Entity on the quality of support received by the peer advisor will be conducted at the end of the Readiness phase and the peer advisor's assignment (form to be provided upon completion of the Readiness phase by the SOFF Secretariat).

6. Readiness Phase Risk Management Framework

Please provide a brief description of the contextual, institutional, and programmatic risks that might hinder the effective delivery of the Readiness phase outputs.

Table 3: Risk Management Framework

Risk category	Description	Probability	Mitigation action
Contextual risks Risks related to conflicts, safety and political insecurity jeopardizing the delivery of the Readiness phase outputs	Potential political instability may hinder the organization of physical meetings	Medium	Mitigation action: If physical meetings cannot be held, virtual meetings will be organized.

<p>Institutional risks Risks related to the beneficiary country's institutions participation in the Readiness phase activities</p>	<p>There is limited human capacity available. Existing meteorological services are provided through personnel located in various Ministries.</p> <p>There is no formal Meteorological Institution at the moment but there is an ongoing effort before Parliament to institutionalise Meteorological Services in the Ministry of Environment and Climate Change.</p>	<p>Medium</p>	<p>NiMet has provided technical support to the countries in RA I and can provide the personnel to support the readiness and implementation phase.</p> <p>Involvement of the WMO Regional Office, UNDP and IGAD-ICPAC in follow-up activities and consultations.</p> <p><i>Somalia can leverage on the available personnel to support SOFF activities.</i></p>
<p>Programmatic risks Risks related to country ownership of the Readiness phase outputs</p>	<p>Timely delivery of the Formal Institutional arrangement for Meteorological Services is key to the Country Ownership of the Readiness phase outputs.</p> <p>The ability of the PR to carry along all personnel and relevant stakeholders is also very crucial.</p>	<p>Low</p>	<ol style="list-style-type: none"> 1. WMO support to Somalia in achieving Formal Institution status is highly desirable. 2. Engagement of all relevant internal stakeholders and personnel in the SOFF activities. 3. Continuous interaction between Somalia and the Peer Advisor. 4. The Peer Advisor will provide recommendations on activities related to mentorship in management strategy to be implemented during the investment phase

Annex 1. Assignment Terms of Reference for the development of the SOFF Readiness phase outputs

1. Purpose and scope

The purpose of this Assignment is to provide SOFF peer advisory services by **Nigerian Meteorological Agency (NiMet)** to **Somalia** to develop the outputs of the SOFF Readiness phase as described in section 3 of these Terms of Reference.

The provisions defined in the Terms of Reference are based on the [SOFF Operational Manual](#), in particular Section 4.4 on Operational Partners and Section 4.5.1 on the Readiness phase.

2. Roles and responsibilities

Beneficiary country National Meteorological and Hydrological Service

- Is responsible for implementing the activities of the Readiness phase with the support from the peer advisor and the prospective Implementing Entity.
- Prepares the Assignment Terms of Reference following the standard Terms of Reference provided by the SOFF Secretariat, in collaboration with the peer advisor and in coordination with the prospective Implementing Entity.
- Submits the funding request for the SOFF Readiness phase support using the standardized template provided by the SOFF Secretariat.
- Is responsible for collaborating with the peer advisor to provide all the necessary information and participate in and facilitate the national activities the peer advisor needs to conduct in order to develop the Readiness phase outputs.
- Confirms receipt of the peer advisors' report with the Readiness phase outputs and provides comments on the outputs as needed.

Peer advisor

- Is accountable to the beneficiary country.
- In dialogue with the beneficiary country, provides independent technical advice, analysis and recommendations to support the beneficiary country in implementing the activities of the Readiness phase.
- Develops the Readiness phase outputs and is responsible for their quality and timely delivery. Communicates regularly with the beneficiary country and the Implementing Entity.
- Engages with the civil society, including on the identification of stakeholders of relevance for GBON implementation.
- Submits the final report with the Readiness phase outputs to the country for comments and to the prospective Implementing Entity for feedback.
- Submits the final report including the beneficiary country's comments and the prospective Implementing Entity's feedback to the SOFF Secretariat.

- Notifies the SOFF Secretariat and the prospective Implementing Entity of any delays that may impede the timely delivery of the outputs, and for assignments for which the delivery takes more than six months submits a semi-annual progress report.

Implementing Entity

- Participates in the Readiness phase activities and collaborates with the beneficiary country and the peer advisor to ensure a common understanding of the Readiness phase outputs and that they address the technical needs for the design and implementation of the Investment phase.
- Contributes to the definition of the Terms of Reference and provides feedback on the outputs delivered by the peer advisor.
- Based on its experience in the beneficiary country, supports the work of the peer advisor, e.g. by sharing its knowledge and facilitating access to the network of relevant stakeholders.

WMO Technical Authority

- Provides basic technical support to the beneficiary country, peer advisor, and prospective Implementing Entity on GBON regulations.
- Is responsible for the technical screening of the draft GBON National Gap Analysis and the draft GBON National Contribution Plan against the GBON regulations.
- Is responsible for establishing and administering the pass-through mechanism for contracting and funding of the technical assistance provided by the peer advisors.

SOFF Secretariat

- Facilitates communication, coordination and collaboration between the beneficiary country, the peer advisor, the prospective Implementing Entity and WMO Technical Authority.
- Reviews the Readiness funding request, including the Terms of Reference, for compliance and consistency with the information requirements in the template and provides feedback as needed. Transmits the funding request to the SOFF Steering Committee for its decision.
- Confirms receipt of the peer advisors' report with the Readiness phase outputs.
- Organizes exchange of knowledge and experiences and captures lessons learned.

3. Readiness phase outputs

The peer advisor should perform the following tasks following the technical guidance and using the templates provided in the [operational guidance documents](#) for each one of the outputs. A summary of the key steps and modules to be conducted for each output is presented below.

3.1 GBON National Gap Analysis

The GBON National Gap Analysis defines the gap between the mandatory requirements of the GBON regulations and the existing country surface and upper-air networks. In other words, it serves as the basis for identifying the number of observing stations that need to be installed or rehabilitated to comply with the mandatory requirements of the GBON regulations.

To develop the GBON National Gap Analysis, the following steps should be followed

- **Step 1** – Country information from the GBON Global Gap Analysis
- **Step 2** – Analysis of existing GBON stations and their status against GBON requirements
- **Step 3** – GBON Gap Analysis results
- **Step 4** – Country endorsement for integration of the GBON National Gap Analysis into the GBON National Contribution Plan

3.2 GBON National Contribution Plan

The GBON National Contribution Plan identifies the infrastructure, human and institutional capacity needed to achieve a progressive target toward GBON compliance, including the sustained operation and maintenance of the national GBON observing network.

To develop the GBON National Contribution Plan, the following modules should be completed

- **Module 1. National target toward GBON compliance:** Establishment of a progressive national target toward GBON compliance
- **Module 2. GBON business model and institutional development:** public-private business model as appropriate; partnerships, institutional and financial arrangements needed to operate and maintain the observing network
- **Module 3. GBON infrastructure development:** Appropriate investments needed to increase or improve the observing network and its Information and Communication Technology (ICT) infrastructure
- **Module 4. GBON human capacity development:** Human technical and managerial capacities required to operate and maintain the observing network
- **Module 5. Risk Management:** Operational risks of the observing network and required mitigation measures
- **Module 6. Transition to SOFF Investment phase:** Support the beneficiary country and the Implementing Entity in preparing the Investment phase funding request (template provided by the SOFF Secretariat).

3.3 Country Hydromet Diagnostics

The Country Hydromet Diagnostic (CHD) complements the GBON National Gap Analysis and the GBON National Contribution Plan. It is a standardized, integrated and operational tool and approach for diagnosing National Meteorological Services across the meteorological value chain, their operating environment, and their contribution to high-quality weather,

climate, hydrological and environmental information services and warnings. Its assessment serves as a basis for investments beyond SOFF, across the whole value chain, by the SOFF Implementing Entity and other development partners.

The peer advisor should **assess the 10 CHD elements** with its respective indicators following the matrix provided in the CHD guidance document.

- Governance and institutional setting
- Effective partnerships to improve service delivery
- Observational infrastructure
- Data and product management and sharing policies
- Numerical model and forecasting tool application
- Warning and advisory services
- Contribution to climate services
- Contribution to hydrological services
- Product dissemination and outreach
- Use and national value of products and services

To develop the Country Hydromet Diagnostic, the following **steps** should be completed.

- Stage 1 – Information gathering. As input, the WMO Monitoring Evaluation Risk and Performance unit will provide available country data structured along the CHD elements and their indicators (performed remotely)
- Stage 2 – Validation and analysis (performed in-country if feasible)
- Stage 3 – Closure

4. Delivery process

The peer advisor in collaboration with the beneficiary country and in coordination with the prospective Implementing Entity should establish the specific activities and consultations needed to complete the outputs. The development of the outputs should include the following:

- Collaboration arrangements between the beneficiary country and the peer advisor, including at least one country visit, unless the country context does not allow it **[Somalia and the Nigerian Meteorological Agency (NiMet) have agreed to organize regular consultation virtual meetings for the gathering of relevant information and data. Besides the virtual meetings, it has also been agreed to plan and organize in-country technical visits by the peer advisor for on-site assessment and identification of suitable areas for SOFF intervention in the country.]**

Coordination arrangements with the prospective Implementing Entity

[Somalia, Nigerian Meteorological Agency, and the United Nations Development Programme (UNDP) have all agreed to hold regular coordination virtual meetings for information sharing.]

- In-person or virtual consultation meetings with relevant national and international stakeholders and partners ***[During the implementation period, regular in-person or virtual consultation meetings with relevant national and international stakeholders and partners will be planned and organized by Somalia in collaboration with the peer advisor and the Implementing Entity.]***
- Delivery partners that support the peer advisor in the delivery of the outputs, as applicable ***[The delivery partners include: ACMAD, IGAD-ICPAC, WMO, UNDP and Somalia]***

Peer advisor delivery team and focal point ***[A team of experts (Prof. M.B. Matazu, O.W. Idowu, W.A. Ibrahim, B.O. Nwogbaga and M.O. Obansola) from the Nigerian Meteorological Agency ably led by Professor Mansur Bako MATAZU. Focal Point: Oluwaseun Wilfred IDOWU]***

- Timeline for the development of the outputs ***[October 2023-March 2024]***

Summary of Activities

Activity	Responsibility	Timeline (October 2023-March 2024)
Information gathering	Somalia, NiMet	Weekly Virtual meetings
Information sharing and progress reports	Somalia, NiMet, UNDP, Partners (ACMAD, IGAD-ICPAC, WMO etc.)	Bi-monthly virtual meetings
Onsite Assessment	Somalia, NiMet	At least two visits (November 2023 and February 2024)
Draft Report 1	NiMet, Somalia	December 2023
Draft Report 2	NiMet, Somalia	January 2024
Draft Report 3	NiMet, Somalia, UNDP	February 2024
Final Report	NiMet, Somalia, UNDP	March 2024

5. Reporting and completion

Reporting. For assignments for which the delivery of advisory services takes more than six months, the SOFF peer advisor shall submit a semi-annual progress report to the SOFF Secretariat (form to be provided by the SOFF Secretariat).




Completion

- **Step 1.** The peer advisor submits the draft GBON National Gap Analysis and the GBON National Contribution Plan reports to WMO Technical Authority and, as applicable, the draft Country Hydromet Diagnostics to the Monitoring Evaluation Risk and Performance unit of the WMO Secretariat. The draft reports have to follow the templates provided in the SOFF operational guidance documents.
- **Step 2.** WMO Technical Authority screens the draft GBON National Gap Analysis and the draft GBON National Contribution Plan to ensure consistency with the GBON regulations. The WMO Monitoring Evaluation Risk and Performance unit screens the draft Country Hydromet Diagnostics and provides feedback for revisions as needed.
- **Step 3.** The peer advisor submits the report with the Readiness phase outputs for beneficiary country and prospective Implementing Entity feedback.
- **Step 4.** The peer advisor finalizes the report for confirmation of receipt by the beneficiary country and, as needed, beneficiary country comments. Following beneficiary country receipt of the report, the peer advisor submits the report, including beneficiary country's comments and the prospective Implementing Entity's feedback, to the SOFF Secretariat.
- **Step 5.** The SOFF Secretariat confirms the satisfactory receipt of the report and informs the country and the prospective Implementing Entity accordingly. The SOFF Secretariat authorizes WMO to proceed with the release of the final payment and informs the SOFF Steering Committee of the completion of the SOFF readiness phase.



6. Signatures

By signing this document, the beneficiary country, peer advisor and the prospective Implementing Entity agree with the provisions stated in this Terms of Reference.

Beneficiary country	 SOMALIA PERMANENT REPRESENTATIVE OF SOMALIA WITH WMO Eng. Omar Haji Mohamed Shurie
Peer advisor	 NIGERIAN METEOROLOGICAL AGENCY (NiMet) PERMANENT REPRESENTATIVE OF NIGERIA WITH WMO Professor Mansur Bako MATAZU
Prospective Implementing Entity	<div><div>DocuSigned by:  2947F85F0EE14DA...</div>UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP), Somalia Resident Representative Lionel Laurens</div>