

## **GSB Operational Manual - Annex Table of Contents**

- Chapter 1
  - Related programmes
- Chapter 2
  - UNDP guidelines for working with the business sector
- Chapter 3
  - GSB Broker TOR
  - Regional Coordinator TOR
  - Coordinating Group TOR (to be added)
  - Example of Coordinating Group meeting agenda
  - Country Analysis TOR (to be added)
  - Summary of CO vs HQ responsibilities
- Chapter 5
  - Country Analysis template
  - Example of RR launch event speech
- Chapter 6
  - Company screening worksheet
  - GSB Selection Criteria
  - GSB Selection Criteria in Agriculture
  - Project proposal template
  - HQ appraisal memo
- Chapter 7
  - Overview of GSB value proposition along project cycle
  - Letter of Interest format
  - Standard Non-Disclosure Agreement
  - Decision tree/"cheat sheet" for feasibility studies
  - Standard MOU template (to be added, please see UNDP intranet)
  - Guidelines for concluding a MOU on Partnerships
  - Cost-sharing agreement format [to be added, please see UNDP intranet]
- Chapter 9
  - Project pipeline template
  - Monthly progress report template
  - Half-yearly report template
  - SSA evaluation form
  - SSA exit form
- Chapter 10
  - One-page project description template
  - Newsletter example