



## **Adaptation Fund Accreditation Process: Fact Sheet**

### **Overview**

Among the principles established for the Adaptation Fund (Decision 5/CMP.2) is “sound financial management, including the use of international fiduciary standards.” At its 7th meeting the Adaptation Fund Board adopted fiduciary standards governing the use, disbursement and reporting on funds issued by the Adaptation Fund covering three broad areas: *Financial Integrity and Management*; *Institutional Capacity*; and *Transparency and Self-investigative Powers*.

In order to ensure that organizations receiving Adaptation Fund money meet the fiduciary standards, the Board has established an Accreditation Panel. The Panel consists of three independent experts and two Board members.

Any organization that will implement Adaptation Fund projects must submit an application for accreditation providing documentation that it meets the fiduciary standards adopted by the Board.

### **National Implementing Entities**

The Adaptation Fund requires national legal entities be nominated by eligible country parties. Once an entity has been nominated, it must submit its application to the Adaptation Fund Secretariat to be accredited as a National Implementing Entities (NIEs).

### **Multilateral Implementing Entities**

Countries may also utilize Multilateral Implementing Entities (MIEs), which are multilateral institutions and development banks, to carry out projects. These organizations must however also go through the same accreditation process outlined above. Countries may only use the services of MIEs that have been reviewed by the Accreditation Panel and have been formally accredited by the Adaptation Fund Board.

### **Accreditation Process**

**Step 1:** The potential Implementing Entity submits an accreditation application to the Adaptation Fund Board Secretariat.

- a) Provide a description of how the organization meets the specific fiduciary standards
- b) Attach supporting documentation for how the organization meets the criteria (e.g. audited financial reports, business plans/corporate budget)

**Step 2:** The Secretariat collects documentation, reviews its completeness, and submits it to the Accreditation Panel for its Review within 15 days.

**Step 3:** Panel may request additional information or clarification from the organization.



- a) Panel may suggest to the Board that an on-site visit and/or observation of the organization is required (would need AF Board approval)
- b) Panel may suggest that technical support needs to be provided to an applicant to improve its capacities in order to attain accreditation (would need AF Board approval)

**Step 4:** Accreditation Panel makes formal recommendation to the Adaptation Fund Board

**Step 5:** The Adaptation Fund Board makes a final decision on whether or not to accredit the applicant

### **For More Information**

For more information please visit the Adaptation Fund website at [www.adaptation-fund.org](http://www.adaptation-fund.org).

Detailed information about the fiduciary standards as well as an application form is available within the Operational Guidelines: [http://www.adaptation-fund.org/images/AFB.Operational\\_Policies\\_and\\_Guidelines.pdf](http://www.adaptation-fund.org/images/AFB.Operational_Policies_and_Guidelines.pdf)

Complete applications should be sent to:

The Adaptation Fund Board Secretariat  
1818 H Street NW  
MSN G6-602  
Washington, DC. 20433  
U.S.A  
Fax: +1 (202) 522-3240/5  
Email: [secretariat@adaptation-fund.org](mailto:secretariat@adaptation-fund.org)

### **About The Adaptation Fund**

The Adaptation Fund has been established by the Parties to the Kyoto Protocol of the UN Framework Convention on Climate Change to finance concrete adaptation projects and programmes in developing countries that are Parties to the Kyoto Protocol.

The Fund is financed with 2% of the Certified Emission Reduction (CERs) issued for projects of the Clean Development Mechanism (CDM) and with funds from other sources.