



ADAPTATION FUND

AFB/B.20/3
28 March 2013

Adaptation Fund Board
Twentieth Meeting
Bonn, Germany, 4-5 April 2013

Agenda item 5

REPORT ON ACTIVITIES OF THE SECRETARIAT

Background

1. This report lists the activities undertaken by the Adaptation Fund Board secretariat (the secretariat) during the period of December 2012 – March 2013, between the 19th and 20th meetings of the Adaptation Fund Board (the Board).

Finalization and posting of the report of the 19th Board meeting

2. Following the 19th meeting held in Bonn, Germany on 11-14 December, 2012, the secretariat supported the Chair in finalizing the report of the meeting, through both editorial revisions and summarizing its discussions. As agreed by the Board, the report was completed and circulated to Board members and alternates for comments and approval. The Board approved the report and it was posted on the website of the Adaptation Fund (the Fund) as document AFB/B.19/6/Rev.1.

Preparations for the 20th Board meeting

Meeting arrangements

3. The secretariat issued letters of invitation to the Board members and alternates, and made travel arrangements for eligible Board members. The secretariat also requested, pursuant to Decision B.19/26 that Board members and alternates communicate to the secretariat no later than two months before a Board meeting any request for simultaneous interpretation into a United Nations language. Interpretation into the following languages was requested by members and alternates: English, French, Russian and Spanish.

Meeting documents

4. The secretariat, working closely with the Board and Committee Chairs and Vice-Chairs, and the trustee, prepared the documents for the 20th Board meeting and for the 11th meetings of the Project and Programme Review Committee (PPRC), and of the Ethics and Finance Committee (EFC).

5. Documents prepared for the PPRC meeting include AFB/PPRC.11/3, *Report of the secretariat on initial screening/technical review of project and programme proposals*, which outlines the screening/technical review process undertaken by the secretariat, as well as the following five project/programme documents with their corresponding technical reviews, and one Project Formulation Grant document:

AFB/PPRC.11/4	Proposal for Rwanda (MINIRENA)
AFB/PPRC.11/4/Add.1	Project Formulation Grant for Rwanda (MINIRENA)
AFB/PPRC.11/5	Proposal for Argentina (UCAR)
AFB/PPRC.11/6	Proposal for Belize (The World Bank)
AFB/PPRC.11/7	Proposal for Ghana (UNDP)
AFB/PPRC.11/8	Proposal for Uzbekistan (UNDP)

An information document prepared for the 19th meeting is included for PPRC's reference but its content has not been modified:

AFB/PPRC.11/Inf.1 Revised guidance document for project and programme proponents to better prepare a request for funding

6. Documents prepared for the EFC meeting include AFB/EFC.11/3 Analysis of project delays; AFB/EFC.11/4 Adaptation Fund Trust Fund: Financial report prepared by the trustee (as at 31 December 2012); and AFB/EFC.11/5 Options to verify CER balances at the Clean Development Mechanism (CDM) registry. AFB/EFC.11/6 Administrative budgets of the Board and secretariat, and the trustee for the fiscal year 2014; and AFB/EFC.11/7 Work plan for the fiscal year 2014 were also prepared for this last meeting of the fiscal year 2013 for Board approval.

The two information documents prepared for the EFC are:

AFB/EFC.11/Inf.1 Secretariat and trustee's joint report on the status of the pipeline
AFB/EFC.11/Inf.2 Communication materials prepared by the secretariat

7. Documents for the 20th Board meeting include the regular secretariat and Accreditation Panel reports (AFB/B.20/3 and AFB/B.20/4); as well as documents AFB/B.20/5 Strategic prospects for the Adaptation Fund; AFB/B.20/6 Requirements for the Fund to join the International Aid Transparency Initiative (IATI), and the following information documents:

AFB/B.20/Inf.1 List of documents
AFB/B.20/Inf.2 Adaptation Fund Board members and alternates
AFB/B.20/Inf.3 List of observers
AFB/B.20/Inf.4 Trustee Presentation: Update on Status of Resources and CER monetization
AFB/B.20/Inf.5 Agenda of the Civil Society Dialogue at the 20th AFB Meeting

Membership of the Board

8. Following the election of the new Board members and alternates by the eighth Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP8), the term of several newly elected members and alternates will commence at the 20th AFB meeting.

9. The following includes a list of the changes in the membership of the Board:

- (a) Mr. Yerima Peter Tarfa (Nigeria) will replace Mr. Cheikh Ndiaye Sylla (Senegal) as Member and Mr. Petrus Muteyauli (Namibia) will replace Mr. Richard Mwendandu (Kenya) as Alternate for the Africa constituency.
- (b) Mr. Abdulhadi Al-Marri (Qatar) and Mr. Damdin Davgadorj (Mongolia), Member and Alternate for the Asia constituency, have completed their tenure. The positions are open until nomination is received.
- (c) Mr. Valeriu Cazac (Moldova) will become the Member and Ms. Medea Inashvili (Georgia) will become the Alternate for the Eastern Europe Constituency.
- (d) Mr. Raúl Pinedo (Panama) will replace Mr. Luis Santos (Uruguay) as Member and Ms. Irina Helena Pineda Aguilar (Honduras) will replace Mr.

- Santiago Reyna (Argentina) as Alternate for the Latin America and the Caribbean constituency.
- (e) Mr. Hans Olav Ibrek (Norway) will become the Member and Mr. Anton Hilber (Switzerland) will become the Alternate for the Western European and Others Group constituency.
 - (f) Ms. Su-Lin Garbett-Shiels (UK) will become the Member and Mr. Marc-Antoine Martin (France) will become the Alternate for the Western European and Others constituency. Ms. Angela Churie-Kallhauge (Sweden) will become the Member and Mr. Markku Kanninen (Finland) will become the Alternate for Annex I Parties constituency.
 - (g) Mr. Yutaka Matsuzawa (Japan), Alternate for Annex I Parties has resigned and Mr. Kotaro Kawamata (Japan) has been nominated to replace Mr. Matsuzawa.
 - (h) Ms. Celia Pigueron Wirz (Mexico) will replace Mr. Ricardo Lozano Picon (Colombia) as Member and Ms. Patience Dampsey (Ghana) will replace Ms. Sally Biney (Ghana) as Alternate for Non-Annex I parties constituency.
 - (i) Mr. Peceli Vocea (Fiji), Member for the Small Island Developing States constituency has completed his tenure. The position is open until nominations are received. Mr. Paul Elreen Phillip (Grenada) will replace Mr. Mohamed Shareef (Maldives), Alternate for the Small Island Developing States constituency.

Intersessional decisions approved by the Board

10. There were no intersessional decisions approved by the Board during the intersessional period.

Implementation of decisions adopted by the Board at its 19th meeting and during the ensuing intersessional period

Communication of Board decisions on accreditation and project proposals

11. The secretariat issued letters to applicant implementing entities' coordinators informing them of the Board decisions on accreditation of implementing entities and project proposals submitted. The secretariat also sent a letter, pursuant to Decision B.19/34, to the Designated Authority in Senegal outlining the concerns of the Board on the sustainability of some of the project activities of the project in Senegal.

The 50 percent cap on the funding of projects from MIEs

12. Following the Board's approval of projects and programmes at its 19th meeting, the cumulative funding decisions for projects and programmes submitted by MIEs amounted to nearly 50 percent of the sum of all project and programme funding decisions and available funds. During the intersessional period the available funds in the Adaptation Fund Trust Fund increased slightly with continued CER monetization and received investment income. As of February 28, 2013, the approved MIE projects and programmes represent 49.6 percent of project resources. The 0.4 percent available under the 50 percent cap for projects and programmes submitted by MIEs is equivalent to US\$ 1.21 million. No new project or programme funding decisions were made during the intersessional period.

Investigative procedure

13. As per Decision B.19/21, the secretariat requested a legal opinion from the World Bank legal counsel advising the secretariat. The opinion will be presented to the EFC.

Challenges being faced by National Implementing Entities (NIEs)

14. In line with Decision B.19/19, the secretariat issued letters to donor countries inviting them to support NIEs in the design and submission of quality project/programme proposals by financing an information session. Subsequently, the secretariat received expressions of interest from some donor countries to finance such activities.

Annual Performance Report

15. In line with Decision B.19/22, the secretariat prepared for the 11th EFC meeting an analysis of project delays, presented in document AFB/EFC.11/3. The secretariat is continuing to explore options for tracking civil society organizations' (CSO) engagement external to project implementation and will present a proposal at the 12th EFC meeting.

Observer status for the Adaptation Fund Board in UNFCCC meetings

16. The secretariat supported the Chair in submitting a formal request to the United Nations Framework Convention on Climate Change (UNFCCC) secretariat, requesting observer status for the Board, and its own seat, at meetings held by the UNFCCC, including those of its Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol, and the Adaptation Committee.

Private donations

17. The first update from the United Nations Foundation reported that a total of US\$ 1,083.15 was raised through online private donations to the Fund during the period of November to December 2012.

Participation by the secretariat in the climate change talks

18. The secretariat participated in the Third Meeting of the Standing Committee on Finance held on 8-10 March, 2013 in Bonn. The outcomes of that meeting are contained in the document AFB/B.20/5 *Strategic prospects for the Adaptation Fund*.

Fundraising task force

19. The secretariat supported the work of the fundraising task force established by Decision B.19/29, by arranging and facilitating the first teleconference of the task force. The secretariat also engaged with the Government of Sweden, the World Resources Institute and other partners in order to help arrange an event in the House of Sweden in Washington, D.C. on May 22. The secretariat has established contact with the Rockefeller Foundation and the Connect4Climate Initiative in order to enhance communications and explore potential partnerships. These activities have been described in document AFB/B.20/5 *Strategic prospects for the Adaptation Fund*. Pursuant to the above decision, the secretariat also worked closely with the task force to prepare a ministerial briefing note, contained in document AFB/EFC.11/Inf.2.

Communications and Outreach

20. The secretariat participated on February 25-26 in a workshop on agricultural adaptation to climate change, organized by the USAID ARCC Initiative, and gave a presentation on information needs in the Fund's project cycle. The secretariat also facilitated the participation of a representative of the Fund's Ecuador project in the workshop. During the intersessional period, the secretariat also provided comments on two academic papers regarding the Fund. The secretariat also transitioned to a new e-mail address format, with the extension "@adaptation-fund.org".

21. The secretariat has deployed on the Fund's website an interactive mapping tool that gives users full access to data on the projects and programmes in the Fund's portfolio in an easy to understand, graphical format. Users can click on countries with approved projects or programmes, and analyze and sort data based on sectors, regions and implementing entities. The mapping tool displays the amount of funding approved and the amount disbursed, both at the individual project level and cumulatively throughout the portfolio as a whole. An additional feature is the mapping of specific project sites through the use of geocoordinates. This feature allows users to see where funds are being directed to address adaptation needs at the sub-national level. Finally, the tool allows users to download graphical outputs and spreadsheets of data to their own computer, which may be useful for those who wish to analyze it further. The development of this mapping tool is part of an ongoing effort to release information in more accessible formats and is an important interactive addition to the Fund's website.

Issues arising from CMP 8

22. Pursuant to Decision B.19/30, the secretariat and the trustee prepared a draft report on the status of resources of the Fund, trends in the flow of resources and any identifiable causes of these trends as requested by the CMP, circulated it to the Board for comments, and submitted it for the consideration of the 38th session of the Subsidiary Body for Implementation on 18 March 2013.

The International Aid Transparency Initiative (IATI)

23. Pursuant to Decision B.19/31, the secretariat prepared a report on what is required for the Adaptation Fund to join IATI for consideration by the Board at its 20th meeting. This report is presented in document AFB/B.20/6.

Support to the Accreditation Panel

24. The secretariat worked closely with the new Panel Chair and Vice-Chair and assisted the Panel in its discussions. The 12th Panel meeting was held 12-13 February, 2013 in Washington, DC, and involved two new expert members. The secretariat also assisted the Panel in finalizing its report, contained in document AFB/B.20/4.

25. The secretariat continued screening applications for accreditation from Parties and regional and multilateral organizations and development banks. As of the date of issuance of this document and after the last Board meeting, the secretariat received new requests for accreditation from three national entities, one regional organization, and one

multilateral organization. All five of these accreditation applications were forwarded to the Panel for review at its 12th meeting.

26. Since the inception of the accreditation process, the secretariat has received and screened 72 applications: 52 from non-Annex I Parties, seven from regional organizations and 13 from multilateral organizations and development banks. The Panel has so far reviewed 47 applications: 28 from non-Annex I Parties, six from regional organizations and development banks, and 13 from multilateral organizations and development banks.

Table 1: Status of accreditation applications submitted to the secretariat as of February 2013

	NIE	RIE	MIE
Accredited	15	1	10
Not accredited	5	0	0
Under review by Accreditation Panel	9	5	2
Screened by secretariat pending completion of accreditation application	0	0	0

(Table does not include unscreened, withdrawn, or closed applications)

Screening/technical review of project/programme proposals

27. The secretariat screened and prepared technical reviews of the five project proposals received during the reporting period. An additional two proposals underwent initial review but were subsequently withdrawn by their proponents. In performing this task, the dedicated team of officials of the secretariat was supported by GEF secretariat technical staff.

Review of Project Performance Reports (PPRs)

28. The secretariat has received the first Project Performance Reports (PPRs) for the projects implemented in Pakistan (UNDP, inception date: 15 November 2011) and Ecuador (WFP, inception date: 29 November 2011). These reports have been submitted before the deadline for submission of 14 months following the inception date. The secretariat has also received the fourth mid-year PPR for the programme implemented in Senegal (CSE, inception date: 21 January 2011). All three reports are still under review.

Staffing

29. During the reporting period, Ms. Jeannette Jin Yu Lee, the Extended Term Consultant for communications resigned on 5 February, 2013 to pursue new challenges. The selection process for her replacement is ongoing. Following the departure of Ms. Lee, Ms. Mame Arame Wade joined the secretariat on 4 March, 2013 as a Short Term Temporary to execute office support, in principle for two months.