



ADAPTATION FUND

AFB/B.8/3
November 9, 2009

Adaptation Fund Board
Eighth Meeting
Bonn, November 16-18, 2009

REPORT ON ACTIVITIES OF THE SECRETARIAT

1. This report lists the activities undertaken by the Adaptation Fund Board Secretariat during the period of September - November 2009, between the seventh and the eighth meetings of the Board.

FINALIZATION AND POSTING OF THE REPORT OF THE SIXTH MEETING OF THE ADAPTATION FUND BOARD

2. Following the seventh meeting of the Adaptation Fund Board held in Bonn on September 14-16, 2009, the secretariat supported the Chair in finalizing the report of the meeting, summarizing its discussions and decisions. As decided by the Board during the sixth meeting, the report was completed and circulated to Board Members and Alternates for comments and approval. The Board agreed to the report, and it has been posted on the website of the Adaptation Fund as document AFB/B.7/13/Rev.1.

PREPARATIONS FOR THE SEVENTH MEETING OF THE ADAPTATION FUND BOARD

Invitations and Visa Arrangements

3. The secretariat issued letters of invitation to the Board members and alternates, and facilitated visa arrangements.

Meeting documents

4. The secretariat, working closely with the Chair and the trustee, prepared the documents for the eighth meeting.

5. The document AFB/B.8/4, Programme Template has been drafted by a Board member, at the request of the Chair, and incorporates language that allows eligible Parties to submit programme proposals to the Fund. The document AFB/B.8/5, Establishment of the Adaptation Fund Board Accreditation Panel: Short-list of Experts contains the preliminary selection of experts for the panel made by the secretariat. The document AFB/B.8/6, Draft Invitation to Eligible Parties to Submit Project Proposals, is a redrafting of the document presented at the sixth Board meeting, following a request made at the seventh Board meeting to discuss the issue.

6. The document AFB/B.8/7, Initial Funding Priorities, has been drafted by the secretariat at the request of the Chair. It summarizes the rules about prioritization of activities for funding contained in decisions adopted by the CMP and the Board. Further, it contains annexes with examples of how other funds that address adaptation, under the UNFCCC and the World Bank, have dealt with similar concerns.

7. Other documents prepared for consideration by the Board at its eighth meeting include:

(i) AFB/B.8/8, Results Based Management Framework;

(ii) AFB/B.8/9, Status of Resources of the Adaptation Fund Trust Fund, prepared by the trustee;

(iii) AFB/B.8/10, Resource Availability for 2010, prepared by the trustee;

(iv) AFB/B.8/11, Guidelines for Accepting Donations, prepared by the trustee;

(v) AFB/B.8/11, Work Plan January – June 2010.

8. Documents for the eighth meeting also include the usual information documents such as Board Members and Alternates; Background of the Adaptation Fund; and the List of Accredited Observers, as requested by the Board at its fifth meeting. The power-point Presentation on CER Monetization by the trustee has also been released as an information document.

Legal Capacity of the Adaptation Fund Board

9. The secretariat assisted the Board Chair and Vice-chair in preparing the draft intersessional decision on the legal capacity of the Board that was circulated among Board members and alternates on October 27, 2009. At the date of release of the present document, this decision is not yet approved.

Presentation on vulnerability by Mr. Saleemul Huq (IISD)

10. Following a request by the Board, the secretariat contacted Mr. Saleemul Huq (IISD) and requested him to deliver a presentation on vulnerability. Due to previous engagements, Mr. Huq was not able to make a presentation at the current Board meeting but is scheduled to do so at the ninth Board meeting.

ESTABLISHMENT OF THE ACCREDITATION PANEL

11. As mandated by decision B.7/4, the secretariat issued a call for experts for the Accreditation Panel and prepared a short-list of candidates contained in document AFB/B.8/5 for consideration by the Board.

INVITATION LETTERS SENT TO POTENTIAL IMPLEMENTING ENTITIES

12. The secretariat sent the letters approved by the Board as per decision B.7/5 to the Permanent Representatives to the UN of eligible Kyoto Parties, with a copy to the UNFCCC Focal Points and to the heads of multilateral development agencies and banks. The secretariat also responded to consultations and requests for further information related to the submission of applications for accreditation.

ADAPTATION FUND PUBLICATIONS AND SIDE-EVENT AT CMP5

13. The lay-out of the Handbook and brochure authorized by the Board as per decision B.7/9, have been discussed with the Board Chair and Vice-chair and the release of both publications is underway. The final version of the Handbook will incorporate the amendments to the project templates as contained in document AFB/B.8/4, if approved by the Board.

14. The side-event where these publications are expected to be launched is scheduled for December 11, 2009 from 1:00 to 2:30 pm at the CMP venue in Copenhagen.

ADAPTATION FUND WEBSITE

15. The Adaptation Fund website design phase has been finalized, and the content management system is now under construction. Additionally, the company that will provide the hosting services and the technical maintenance of the Drupal platform has been selected, and the secretariat has started the procurement procedures required, in order to get the World Bank procurement clearance and issue the contract. The new website is expected to be fully operating, and replace the current one, by the end of November -beginning of December 2009.

STAFFING

16. The newly-recruited Adaptation Officer, Mr. Mikko Ollikainen, joined the secretariat on October 19, 2009. The process of recruitment of the selected candidate for the position of Programme Assistant is underway, in accordance with the applicable rules.

SECRETARIAT'S PARTICIPATION IN 36TH GEF COUNCIL MEETING

17. The Manager of the Adaptation Fund Board secretariat will participate in the 36th meeting of the GEF Council, which will be held at the World Bank premises in Washington, D.C., on November 10 to 12, 2009. She will make a presentation to update participants on the status of the operationalization of the Adaptation Fund.

LOGISTICS

18. A new MOU with UNCCD related to the provision of logistic support and hosting for the Board meetings in 2010 is being discussed.

19. Once more, the secretariat is grateful to the UNCCD Secretariat for hosting and providing essential logistical support to the eighth meeting of the Board.