



ADAPTATION FUND

AFB/PPRC.8/2
9 March 2012

Project and Programme Review Committee
Eighth Meeting
Bonn, 14 March 2012

ANNOTATED PROVISIONAL AGENDA

1. Opening of the meeting

In the absence of the outgoing Chair of the Project and Programme Review Committee (PPRC), Mr. Hans Olav Ibrekk (Norway, Western European and Others Group), the meeting will be opened by the outgoing Vice-Chair, Mr. Jeffery Spooner (Jamaica, Latin American and Caribbean Countries).

2. Transition of the Chair and the Vice Chair

Document: none.

Background: The Board at its 16th meeting decided to endorse the nominations of Mr. Jeffery Spooner (Jamaica, Latin American and Caribbean Countries) as Chair and, Mr. Hans Olav Ibrekk (Norway, Western European and Others Group), as Vice-Chair for a term beginning in March 2012 and ending in March 2013.

Action expected: In the absence of the outgoing Chair and incoming Vice-Chair, the outgoing Vice-Chair will take over the Chairmanship.

3. Organizational matters

a) *Adoption of the agenda*

Documents: AFB/PPRC.8/1 Provisional agenda and AFB/PPRC.8/2 Provisional annotated agenda.

Action expected: The PPRC will be invited to adopt the agenda for the meeting and to raise any other matters it may wish to discuss, to be included on the agenda under item 7.

b) *Organization of work*

Documents: AFB/PPRC.8/1 Provisional agenda and AFB/PPRC.8/2 Provisional annotated agenda.

Background: The Chair will propose to the PPRC the organization of work.

Action expected: The PPRC will be invited to approve the organization of work as proposed by the Chair.

3. Consideration of issues related to regional projects/programmes

Document: AFB/PPRC.8/3 Consideration of issues related to regional projects/programmes

Background: At the 16th meeting, the secretariat presented the document AFB/B.16/5 "Consideration of issues related to regional projects/programmes", which was a revision of previous versions of the document presented at the 14th

and 15th meetings. That revised version drew on the results of the survey conducted among other funds and agencies. The Board decided to:

- (a) *Request the secretariat to prepare a revised paper that took into account the comments made during the discussion at the present meeting;*
- (b) *Request the Project and Programme Review Committee (PPRC) to consider the revised paper mentioned above, excluding the issues of the effect of the 50 per cent cap on the MIEs and the granting of an additional US\$ 5 million for regional projects;*
- (c) *Request that the Ethics and Finance Committee (EFC) consider the revised paper mentioned above specifically with respect to the issues of the effect of the 50 per cent cap on the MIEs and the granting of an additional US \$5 million for regional projects; and*
- (d) *Taking into account the recommendations of the EFC and the PPRC, consider developing a policy on the approval of regional projects and programmes at its 17th meeting.*

(Decision B.16/28)

The document prepared by the secretariat is responding to the above request from the Board.

Action expected: The secretariat will present the document. The PPRC may want to discuss the findings and suggested recommendations, and make a recommendation to the Board on the way forward.

4. Revised Instructions for Preparing a Request for Project or Programme Funding from the Adaptation Fund

Document: AFB/PPRC.8/4 *Guidance document for project and programme proponents to better prepare a request for funding*

Background: At the request of the Adaptation Fund Board (AFB) at its 15th meeting, the secretariat had prepared a document on the lessons learned so far, from the AF project/programme review process (AFB/PPRC.7/3). Following the discussion on that report, the AFB requested the secretariat to:

- (a) *Prepare a short summary of the analysis contained in document AFB/PPRC.7/3 and to post it, together with the presentation made to the Project and Programme Review Committee at its seventh meeting, on the website of the Adaptation Fund;*
- (b) *Prepare a short and concise guidance document for project and programme proponents to better apprehend the different sections of the proposal template, and more specifically on;*
 - (i) *The demonstration that the project or programme supports concrete adaptation actions;*

- (ii) *The demonstration of the cost effectiveness of the projects and programmes;*
 - (iii) *The use of relevant national technical standards by the projects and programmes;*
 - (iv) *The areas of vulnerability; and*
 - (v) *The stakeholder consultative process that is necessary to prepare the project and programme proposals.*
- (c) *Based on the guidance document referred to above, to consider the possibility of developing a specific template for project and programme concepts, with tailored guidelines on how to complete the mandatory sections.*

(Decision B.16/7)

The document presented by the secretariat provides the guidance requested under point (b) of the above Board Decision. For the specific case of the “areas of vulnerability”, a section discusses the definition of “vulnerability” and the relevance of providing guidance to project/programme proponents on this issue.

5. Report of the secretariat on initial screening/technical review of the submitted project and programme proposals

Documents: AFB/PPRC.8/5 *Report of the secretariat on initial screening/technical review of the project/programme proposals* and AFB/PPRC.8/5/Add.1;

Background: The secretariat has received 7 project/programme proposals, which have been screened and reviewed technically. The report contained in document AFB/PPRC.8/5 presents a summary of the proposals and the review process.

Action expected: The PPRC will be invited to take note of the report on the initial review of the proposals contained in document AFB/PPRC.8/5 and to make recommendations to the Board if necessary.

6. Review of project and programme proposals.

Documents: AFB/PPRC.8/5 *Report of the secretariat on initial screening/technical review of the project and programme proposals* and AFB/PPRC.8/5/Add.1

Concepts

Proposal from NIE:
AFB/PPRC.8/6 *Proposal for Benin* and AFB/PPRC.8/6/Add.1 and AFB/PPRC.8/6/Add.2

Proposals from MIEs:

AFB/PPRC.8/7 Proposal for Belize and AFB/PPRC.8/7/Add.1;
AFB/PPRC.8/8 Proposal for Cambodia and AFB/PPRC.8/8/Add.1;
AFB/PPRC.8/9 Proposal for Lebanon and AFB/PPRC.8/9/Add.1;

Fully-developed documents

Proposals from MIEs:

AFB/PPRC.8/10 Proposal for Colombia and AFB/PPRC.8/10/Add.1;
AFB/PPRC.8/11 Proposal for Ghana and AFB/PPRC.8/11/Add.1;
AFB/PPRC.8/12 Proposal for Papua New Guinea and AFB/PPRC.8/12/Add.1;

Background: The secretariat received the above listed project/programme proposals, which have been screened and reviewed technically. The revised proposals and their summaries are in the main documents. The final review sheets are in the addenda. The documents above have been forwarded to the PPRC.

Action expected: The PPRC will be invited to consider the project/programme proposals submitted with their corresponding technical review sheets, and the final consolidated comments of the secretariat. Further, the PPRC will be invited to make recommendations on each proposal to the Board for adoption. The PPRC will also be invited to consider the Project Formulation Grant request contained in the document AFB/PPRC.8/6/Add.1 and to make a recommendation on it to the Board for adoption.

7. Other matters

Action expected: The PPRC will be invited to discuss any other matters raised during the adoption of the agenda.

8. Adoption of the recommendations and report

Document: The report of the PPRC will be prepared after the session on March 14, 2012.

Background: The PPRC Chair will report to the Board on the deliberations of the PPRC and on agreed recommendations to the Board.

9. Closure of the meeting