Session 3: Overview of the Adaptation Fund project cycle

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What do we mean by project cycle?

- All projects: Annual status reports and terminal evaluation reports

1. Submission of the project or programme to the AFB Secretariat using templates provided by the AFB
2. Screening for consistency and technical review by the Secretariat
3. Review by the Project and Programme Review Committee. Can use services of independent experts
4. Decision-making by the AFB
5. Contracting by the AFB. Disbursement of funds by the Trustee upon written instruction by the AFB
6. Project implementation and monitoring by the Implementing Entity
7. All projects: Annual status reports and terminal evaluation reports
Proposal review at the Board level

- **The Secretariat**
  - Screens all proposals for consistency and provides a technical review. It will then forward the proposals with the technical reviews to the PPRC

- **The Project and Programme Review Committee (PPRC)**
  - Considers and reviews projects and programmes submitted to the Board, and makes recommendation

- **The Board**
  - Takes decision on projects, following recommendation by the PPRC
Timeline of the review process

1. **Submission of the proposal to the AFB Secretariat by proponents at deadline 9 weeks before AFB meeting**
   - Duration: 3 weeks
   - Activities: Screening and initial technical review

2. **Transmission of Initial Technical Review findings to the proponent**
   - Duration: 1-1.5 weeks
   - Activities: Revision by proponents

3. **Submission of Revised proposal by proponents**
   - Duration: 1.5-2 weeks
   - Activities: Review of the revised proposal

4. **Document preparation for PPRC**
   - Duration: 2 weeks

5. **AFB Makes final decision on proposal at the AFB meeting**
   - Duration: 1 day

6. **PPRC makes recommendation on each proposal at its meeting**
   - Duration: 1 week

7. **Document with technical review submitted to the PPRC**
   - Duration: 1 week
Intersessional project review

- Fewer AFB meetings annually meant fewer opportunities to submit proposals:
  - 2010-11: 4 meetings / year
  - 2012-13: 3 meetings / year
  - 2014-: 2 meetings / year

- Intersessional review allows certain proposals to be submitted 3 times a year:
  - Resubmissions of concepts + formulation grant requests
  - Resubmissions of full proposals
  - Delay avoided by proponents with intersessional review: 3 months
AF process of approving proposals

- For **projects/programmes larger than USD 1M**, a choice of a **one step** (full proposal) or **two step** process (concept approval and project/programme document)

- For **small-scale** projects (below USD 1M) **one-step** process
Consultation and participatory monitoring throughout the project cycle

**Consultation with vulnerable communities & all stakeholders**

**APPRAISAL**
IE designs proposal accordingly

**Comments/input from civil society**

**TECHNICAL REVIEW**
Secretariat and PPRC review proposal

**Grievance Mechanism**
IE identifies mechanism to facilitate resolving complaints from affected people

**IMPLEMENTATION**
Secretariat monitors project implementation through annual PPRs
Reporting process

- **Project Performance Reports**: on an annual basis

- **Project completion report**, including any specific Project implementation information, within six (6) months after Project completion

- **Mid-term review or evaluation report**, for projects of 4 year duration or more

- **Final evaluation report**, prepared by an independent evaluator. Shall be submitted within 9 months after Project completion. Copies of these reports shall be forwarded by the IE to the Designated Authority for information; and

- **Final audited financial statement**, prepared by an independent auditor or evaluation body, within 6 months of the end of the IE’s financial year during which the Project is completed

- The reporting process fits into a broaden Results Based Management scheme at Fund’s level
Pilot Programme for Regional Activities (1)

- Launched in May 2015
  - Follows usual AF project deadlines
  - First deadline 4 August 2015.
- Open to RIEs and MIEs, partnering with NIEs, national agencies
- Up to 4 regional projects/programmes
  - Total value USD 30 million
  - One project/programme: up to USD 14 million
  - Three projects/programmes: up to USD 5 million each
  - Up to 10 project formulation grants: up to USD 100,000 each
- Funding is outside of country/MIE caps
Policy: Pilot Programme for Regional Activities (2)

Themes:
- Food security
- DRR & EWS
- Transboundary water management
- Innovation in adaptation finance

Three-tiered proposal process
- Pre-concept (voluntary step) → USD 20,000 PFG after endorsement
- Concept → USD 80-100,000 after endorsement
- Fully-developed proposal

Some modified/additional review criteria for regional dimension
For regional **projects/programmes**, additional choice of a **three step** process (pre-concept, concept endorsement and project/programme document)
Photo by: Md. Mahbubur Rahman. Winner of the Adaptation Fund 2011 Photo Contest. Titled “Jute Cultivation,” the photo pictures the cultivation of jute, a versatile, natural fiber that has been used for thousands of years to make things such as rope, twine, Hessian bags, rugs, and much more. The environmental benefits of jute are considerable. The picture shows Gopal Chandra and other farmers washing Jute in Gopalganj, Bangladesh.