



ADAPTATION FUND

AFB/B.18/3
15 June, 2012

Adaptation Fund Board
Eighteenth Meeting
Bonn, Germany, 28-29 June 2012

Agenda item 4.

REPORT ON ACTIVITIES OF THE SECRETARIAT

Background

1. This report lists the activities undertaken by the Adaptation Fund Board secretariat during the period of March, 2012 - June, 2012, between the 17th and 18th meetings of the Board.

Finalization and posting of the report of the 17th Board meeting

2. Following the 17th meeting held in Bonn, Germany on 14-16 March, 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 agreed to the report and it has been posted on the website of the Adaptation Fund as document AFB/B.17/6.

Preparations for the 18th Board meeting

Meeting Arrangements

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

Meeting documents

4. The secretariat, working closely with the Board and Committees Chairs and Vice-Chairs, and the trustee, prepared the documents for the 18th Board meeting and for the 9th meetings of the Project and Programme Review Committee (PPRC), and of the Ethics and Finance Committee (EFC).

5. Documents for the PPRC meeting include document AFB/PPRC.9/Inf.1, Compendium of Board decisions and PPRC, which consolidates Board decisions relevant to the project/programme review process. Conclusions related to the project review cycle are contained in document AFB/PPRC.9/3, 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. Further, 18 project/programme documents with their corresponding technical reviews, and one Project Formulation Grant document, have been prepared:

AFB/PPRC.9/4	Proposal for Argentina (UCAR)
AFB/PPRC.9/4/Add.1	Project Formulation Grant for Argentina (UCAR)
AFB/PPRC.9/5	Proposal for Paraguay
AFB/PPRC.9/6	Proposal for Peru
AFB/PPRC.9/7	Proposal for Jamaica
AFB/PPRC.9/8	Proposal for Argentina (World Bank)
AFB/PPRC.9/9	Proposal for Cambodia
AFB/PPRC.9/10	Proposal for Colombia
AFB/PPRC.9/11	Proposal for Djibouti
AFB/PPRC.9/12	Proposal for Egypt
AFB/PPRC.9/13	Proposal for El Salvador
AFB/PPRC.9/14	Proposal for Fiji

AFB/PPRC.9/15	Proposal for Ghana
AFB/PPRC.9/16	Proposal for Lebanon
AFB/PPRC.9/17	Proposal for Mali
AFB/PPRC.9/18	Proposal for Mauritania (WFP)
AFB/PPRC.9/19	Proposal for Mauritania (WMO)
AFB/PPRC.9/20	Proposal for Seychelles
AFB/PPRC.9/21	Proposal for Sri Lanka

6. Among the documents prepared for the EFC meeting, document AFB/EFC.9/3 Investigative procedure, responding to decision B.17/18, presents a revised version of the investigative procedure taking into account comments provided by Board members and alternates. Document AFB/EFC.9/4, Draft review process and criteria for clearing Project Performance Reports, and document AFB/EFC.9/4/Add.1, Draft guidance to complete Project Performance Reports (PPR), respond to decision B.16/21 to present recommendations for establishing a set of criteria for clearing PPRs, as well as guidance to project/programme proponents on completing PPRs. Document AFB/EFC.9/5, Options for a fundraising campaign and strategy, responds to decision B.17/24, expanding on options for a fundraising campaign and strategy. The submissions are contained in document AFB/EFC.9/Inf.1, Options for a fundraising campaign and strategy – Call for public inputs – Compilation of submissions.

7. Other documents prepared for consideration by the EFC include AFB/EFC.9/6, Board and secretariat, and Trustee administrative budget for fiscal year 2013; AFB/EFC.9/7, Work Plan for FY 2013; and AFB/EFC.9/10, Evaluation function: proposal of work plan for fiscal year 2013.

8. Documents prepared by the Trustee for consideration by the EFC at its 9th meeting include AFB/EFC.9/8, Adaptation Fund Trust Fund: Financial report prepared by the trustee (as at 31 March 2012); and AFB/EFC.9/9, CER monetization – proposed amendments to Monetization Program guidelines to permit direct CERs sales to governments.

9. Documents for the 18th Board meeting include the usual secretariat and Accreditation Panel reports (AFB/B.18/3 and AFB/B.18/4); document AFB/B.18/5, Consideration of issues related to regional projects/programmes, responding to decision B.17/20, compiling submissions from the Board working group considering the issue; and information documents such as List of documents; Board Members and Alternates; the List of accredited observers; and the power-point Trustee Presentation: Update on Status of Resources and CER monetization by the trustee.

Membership of the Board

10. Ms. Su-Lin Garbett-Shiels was nominated as an Alternate member (United Kingdom, Annex I). Mr. Demebele Boubacar Sidiki was nominated as an Alternate member (Mali, Non-Annex I Parties).

11. A Board member and alternate position remain vacant for the Asia-Pacific constituency.

Implementation of decisions adopted by the Board at its 17th meeting and during the ensuing intersessional period

Communication of Board decisions on accreditation and project proposals

12. The secretariat issued letters to applicant implementing entities' coordinators informing them of the Board decisions on accreditation of implementing entities and project proposals submitted.

Preparation of standard legal agreement between the Board and Implementing Entities

13. The secretariat prepared a legal agreement for the approved project in Papua New Guinea (UNDP). The agreement was signed by the implementing entity and the Board Chair. The agreements for previously approved projects in Cook Islands (UNDP), Georgia (UNDP), Samoa (UNDP), Tanzania (UNEP), and Madagascar (UNEP), which were pending implementing entity signatures, were also signed.

Regional workshops on NIE accreditation mandated by CMP 6

14. The secretariat's Operations Officer, Adaptation Officers, and Adaptation Associate collaborated with the UNFCCC secretariat and experts of the Accreditation Panel for the preparations of the remaining two accreditation workshops for the Asia and Pacific regions.

15. While further information is presented in the report of the Accreditation Panel, the secretariat notes that several issues have emerged from the engagement with countries at the workshops.

Performance reviews of the secretariat and trustee

16. The secretariat assisted with the submission of the Board's report to the 36th session of the Subsidiary Body on Implementation (SBI) on the review of the Adaptation Fund, and provided assistance to the Chair, in particular during the contact group on the review.

Private donations

17. The secretariat and trustee are in the process of negotiating a framework agreement and a grant agreement with United Nations Foundation (UNF) in order to formalize the partnership to collect private donations online, in consultation with the Board Chair and Vice-Chair. The partnership is expected to be launched during the Rio +20 meetings.

Fundraising

18. In the margins of the 10th meeting of the Accreditation Panel, held in Stockholm, Sweden, the Manager of the secretariat joined Anna Lindstedt, Climate Change Ambassador; former Board Chair, Ambassador Jan Cedergren; and the Chair of the Accreditation Panel in a media briefing organized by the Swedish Ministry of Foreign Affairs. In addition to general questions, they answered questions on the role of the

Government of Sweden in supporting the Fund. Further, the Manager, the Operations Officer (Accreditation), and members of the Accreditation Panel met with Ambassadors Lindstedt and Cedergren; Ann Uustalu, the Director of Development Policy of the Ministry of Foreign Affairs; representatives from the Ministry of Environment; and SIDA, briefing them on the current status of the Fund's operations and resources. Ambassador Lindstedt expressed interest in visiting a project under implementation and the possibility of participating in the learning mission approved by decision B.17/16 was discussed.

19. As the Fund continues to evolve, the meetings enabled the secretariat to engage Sweden, a key contributor to the Fund, and gain media exposure to highlight the achievements of the Fund. The secretariat expresses its gratitude to the Government of Sweden for continually supporting the work of the secretariat, and particularly for facilitating a productive dialogue with stakeholders in Sweden.

Participation of the secretariat in the Climate Change talks

20. Following the meetings in Stockholm, the Manager and Operations Officer (Accreditation) participated in the 36th Subsidiary Body meetings of the UNFCCC in Bonn Germany from 14-25 May. During the sessions, the secretariat organized a dialogue with representatives of donor governments on May 15 from 13:00 to 14:30. Following introductory remarks from the Chair of the Board, who facilitated the discussion, the Manager of the secretariat provided an overview of the Adaptation Fund's many achievements as well as the main challenges ahead. The Board members from Spain and Sweden conveyed the donor's perspective on the Fund. The Board and Ethics and Finance Committee Chairs delivered closing remarks. The meeting was attended by representatives from Australia, Germany, Ireland, Italy, Japan, Norway, United Kingdom, and United States. Also in participation were Board members from Lesotho and South Africa, and German Watch, representing the Adaptation Fund's NGO Network. The meeting was effective in raising awareness on the work and progress of the Adaptation Fund, as well as in reflecting on the long-term vision of the Fund. The secretariat also briefed Denmark and France on the contents and conclusions of the dialogue on a bilateral basis.

21. In addition to the dialogue with donor governments and support provided to the Chair during the deliberations of the contact group on the Review of the Adaptation Fund under the SBI, the secretariat also held meetings with representatives of a number of Non-Annex I Parties that were interested in submitting an application for NIE accreditation or that had requested an update on the status of an application under review. The secretariat also held meetings and discussions with representatives of some bilateral and multilateral agencies that were interested in providing further support to developing countries in the preparation of applications for NIE accreditation.

22. The manager of the secretariat also replaced the Chair on a panel at a side event hosted by the German Development Institute. The side event was titled "Adaptation Fund: ensuring transparency and accountability" that took place on Thursday 17 May 2012.

Communications and Outreach

23. The revised handbook has been printed upon inclusion of the guidelines for project proponents. The secretariat also produced a brochure for the purposes of fundraising, containing relevant information about its priorities, achievements, and funding needs.

Additional t-shirts, pens, USB drives, and folders displaying the AF logo were also produced.

24. Lastly, the secretariat has assisted the Chair in the planning and participation in events at the Rio +20 meetings.

Support to the Accreditation Panel

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 2 national entities and 2 regional organizations. Two new accreditation applications from national entities and other two from regional entities were forwarded to the Panel for review at its tenth meeting. The secretariat requested applicants whose applications were not complete and were thus not forwarded to the Panel, to complete the information and supporting documentation. Since the inception of the accreditation process, the secretariat has received and screened 56 applications: 39 from non-Annex I Parties, 5 from regional organizations and 12 from multilateral organizations and development banks. The Panel has so far reviewed 41 applications: 25 from non-Annex I Parties, 4 from regional organizations and development banks, and 12 from multilateral organizations and development banks. This information will be updated during the presentation of this report.

Table 1: Status of accreditation applications submitted to the secretariat since inception of the accreditation process (January, 2010).

	NIE	RIE	MIE
Accredited	11	1	10
Not-accredited	4	0	0
Under review by Accreditation Panel	9	3	1
Screened by secretariat pending completion of accreditation application	15	1	0
Pending screening by secretariat	0	0	0
Total Submitted: 50	39	5	12

Table 2: NIE accreditation applications submitted per region

Africa	16
Latin America and Caribbean	10
Asia and Pacific	13

26. The secretariat worked closely with the Panel Chair and Vice-Chair and assisted the Panel in its discussions. The 10th Panel meeting was organized during the reporting period in Stockholm, Sweden. The secretariat also assisted the Panel in finalizing its report.

27. Prior to the tenth meeting of the Accreditation Panel, the secretariat successfully launched the first version of the accreditation workflow. The system is now available online and allows applicant entities to prepare and submit their application for accreditation entirely online. The system enhances the transparency of the process by keeping a transparent log and record visible to the applicant, the panel and the secretariat.

Screening/technical review of project/programme proposals

28. The secretariat screened and prepared technical reviews of the 22 project proposals received during the reporting period. In performing this task, the dedicated team of officials of the secretariat was supported by GEF secretariat technical staff.

Staffing

29. There was no change in the staffing of the secretariat during the reporting period.