



ADAPTATION FUND

AFB/EFC.14/2
11 March 2014

Ethics and Finance Committee
Fourteenth meeting
Bonn, Germany, 18-19 March 2014

ANNOTATED PROVISIONAL AGENDA

1. Opening of the meeting

The meeting will be opened by the outgoing Chair of the Ethics and Finance Committee (EFC), Ms. Medea Inashvili (Georgia, Eastern European States).

2. Transition of the Chair and the Vice-Chair

Ms. Medea Inashvili will hand over the Chairmanship to Ms. Su-Lin Garbett-Shiels (United Kingdom, Western European and Other States). Ms. Irina Helena Pineda Aguilar (Honduras, Latin America and Caribbean States) will take over the Vice-Chairmanship from Ms. Garbett-Shiels.

3. Organizational matters

a) Adoption of the agenda

Documents: AFB/EFC.14/1, Provisional agenda and AFB/EFC.14/2, Annotated provisional agenda.

Action expected: The EFC will be invited to adopt the agenda for the meeting and to raise any other matters it may wish to discuss. These other matters will be included on the agenda under item 11.

b) Organization of work

Documents: AFB/EFC.14/1, Provisional agenda and AFB/EFC.14/2, Annotated provisional agenda.

Background: The Chair will propose to the EFC the organization of work as suggested in the attached provisional timetable.

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

4. Accreditation of small entities

Document: AFB/EFC.14/3, Options for the accreditation of small entities.

Background: When considering the report of the Accreditation Panel, the Board at its twenty-second deliberated over the possibility of the Fund opening a small grants window. Based on the Panel's experience with an applicant national entity under review, along with others, the Panel was requesting to be allowed to further review this entity through a field visit to develop a case example. The Board decided to: (a) Allow for further review of the entity through a field visit to develop a case example for the need of a "small grant window" or similar mechanism; and (b) Request the Accreditation Panel to work in conjunction with the secretariat to provide options for how such a mechanism could be operationalized at the twenty-third Board meeting (Decision B.22/2). Document AFB/EFC.14/3 presents three potential options for a process to accredit smaller entities.

Action expected: The EFC will be invited to consider the options presented in document AFB/EFC.14/3 and make a recommendation to the Board for approval.

5. Portfolio monitoring: report of the missions to Honduras and Nicaragua

Document: AFB/EFC.14/4: Report of the portfolio monitoring missions in Honduras and Nicaragua.

Background: The portfolio monitoring missions were included in the secretariat's work plan for FY14, which was approved by the Board at its twentieth meeting (Decision B.20/14). The projects selected for this mission were the project in Honduras "Addressing Climate Change Risks on Water Resources in Honduras: Increased Systemic Resilience and Reduced Vulnerability of the Urban Poor" and the project in Nicaragua "Reduction of Risks and Vulnerability Based on Flooding and Droughts in the Estero Real River Watershed", both implemented by the United Nations Development Programme (UNDP). Document AFB/EFC.14/4 presents the findings from the two monitoring missions undertaken in November 2013.

Action expected: The EFC will be invited to consider the report of the monitoring missions presented by the secretariat.

6. Options for an evaluation of the Fund

Document: AFB/EFC.14/5, Options for an evaluation of the Fund.

Background: The Board at its thirteenth meeting approved an evaluation framework for the Fund and discussed whether to undertake an overall evaluation for the Fund (Decision B.13/20). At the time there were questions about the best time to launch such an evaluation given the lack of maturity of the portfolio. The Evaluation Office (EO) of the Global Environment Facility (GEF), in

its capacity as interim evaluation function for the Fund, submitted a document at the request of the Board, which was presented at the twelfth meeting of the EFC. The document proposed that the interim evaluation function either implement a comprehensive evaluation of the Fund or oversee the evaluation conducted by another entity. The Board subsequently decided to request the secretariat to prepare a document containing: a) options for terms of reference for possible evaluations of the Fund covering different scopes; b) a proposal regarding the timing of each option taking into account the status of the Fund's active portfolio; c) costs associated with each option; and d) options for commissioning the evaluation (Decision B.21/17). Document AFB/EFC.14/5 delineates options for a possible evaluation of the Fund.

Action expected: The EFC will be invited to consider the options presented in document AFB/EFC.14/5 and make a recommendation to the Board for approval.

7. Core indicator methodologies

Document: AFB/EFC.14/6, *Core indicator methodologies*.

Background: The Board, at its twenty-first meeting, approved a proposal for steps to take to improve the Fund's results tracking system. As part of that work, the secretariat identified a preliminary set of six indicators to track at the Fund level. Document AFB/EFC.14/6 presents the methodology for measuring each of these indicators.

Action expected: The EFC will be invited to consider the methodologies presented in document AFB/EFC.14/6 and make a recommendation to the Board for approval.

8. Complaint handling mechanism

Under this agenda item the secretariat will brief EFC members about any issues brought to its attention under the complaint handling mechanism established by the Board. The EFC will make recommendations to the Board on any issues raised, as appropriate.

9. Implementation of the code of conduct

Under this agenda item EFC members can raise any issues related to the implementation of the code of conduct for deliberation by the EFC. The EFC will make recommendations to the Board on any issues raised, as appropriate. The code of conduct text is available on the Fund's website.

10. Financial issues

a) *Financial status of the Trust Fund and CER monetization*

Documents: AFB/EFC.14/4, *Adaptation Fund Trust Fund: Financial report prepared by the trustee (as at 31 December 2013)*, and AFB/B.23/Inf.4, *Trustee presentation: Update on status of resources and CER monetization*.

Background: The trustee will report on the financial status of the trust fund to the EFC.

Action expected: The EFC will be invited to consider and take note of the report presented by the trustee.

b) *Work plan for the fiscal year 2015*

Document: AFB/EFC.14/7, *Work plan for the fiscal year 2015.*

Background: the secretariat will present the work plan proposal for fiscal year 2015 for consideration by the EFC.

Action expected: the EFC will be invited to consider and recommend to the Board for approval the work plan for FY15.

c) *Board and secretariat, and trustee budgets for the fiscal year 2015*

Document: AFB/EFC.14/6, *Administrative budgets of the Board and secretariat, and the trustee for the fiscal year 2015.*

Background: the secretariat and the trustee will present the budget request for fiscal year 1 July 2014 – 30 June 2015.

Action expected: the EFC will be invited to consider and recommend to the Board for approval the Board, secretariat, and trustee's budgets for the fiscal year 2015.

11. Other matters

Board members will be invited to discuss any other matters raised during the adoption of the agenda.

12. Adoption of the recommendations and report

13. Closure of the meeting

PROVISIONAL TIMETABLE**Day 1: 18 March 2014***Morning session*

9:00 – 9:15	1	Opening of the meeting
	2	Transition of the Chair and the Vice-Chair
	3 a)	Adoption of the agenda
	3 b)	Organization of work
9:15 – 9:45	4	Modified accreditation process for small entities.
9:45 – 10:30	6	Options for an evaluation of the Fund
10:30 – 10:45		Coffee break
10:45 – 11:15	7	Core indicator methodologies
11:15 – 11:45	8	Complaint handling mechanism
11:45 – 12:00	9	Implementation of the code of conduct
12:00 – 12:15	5	Report of the missions to Honduras and Nicaragua

Afternoon session

14:00 – 14:30	11	Other matters
14:30 – 15:00	10 a)	Financial status of the trust fund
15:00 – 15:30	10 b)	Work plan
15:30 – 15:45		Coffee break
15:45 – 15:30	10 c)	Budget FY15

Day 2: 19 March 2014*Morning session***Adaptation Fund Board agenda**

9:00 – 10:00	Address to the Board by Ms. Naoko Ishii, Head of the Adaptation Fund Board secretariat.
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10:00 – 11:00 Coffee break

11:00 – 12:30	12	Adoption of the report Closure of the meeting
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Afternoon session

Adaptation Fund Board agenda

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| 14:00 – 15:00 | Dialogue with civil society organizations. |
| 15:00 – 16:30 | 11. Communications and outreach: messaging and media coaching session for Board members and civil society organizations (closed). |