



## ADAPTATION FUND

AFB/PPRC.14/2.Rev.1  
11 March 2014

---

Adaptation Fund Board  
Project and Programme Review 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 Project and Programme Review Committee (PPRC), Ms. Laura Dzelzyte (Lithuania, Eastern European States).

#### **2. Transition of the Chair and the Vice-Chair**

Background: The Adaptation Fund Board (the Board) decided to endorse intersessionally, between its twenty-second and twenty-third meetings, the nominations of Mr Ezzat Lewis Hannalla Agaiby (Egypt, African States) and Mr. Markku Kanninen (Finland, Annex I Parties) as Chair and Vice-Chair of the PPRC, respectively, for a term beginning at the 23rd meeting and ending at the first meeting of 2015.

Action expected: The outgoing Chair will hand over the chairmanship of the PPRC to the incoming Chair.

#### **3. Organizational matters**

##### *a) Adoption of the agenda*

Documents: AFB/PPRC.14/1 Provisional agenda and AFB/PPRC.14/2 Annotated provisional 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 9.

b) *Organization of work*

Documents: AFB/PPRC.14/1 *Provisional agenda* and AFB/PPRC.14/2 *Annotated provisional 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.

**4. Update on the funding status and the situation of the pipeline**

Document: AFB/EFC.14/inf.1 *Joint Report by the Secretariat and the Trustee on the Status of the Pipeline*

Background: At the request of the Chair and Vice Chair of the PPRC, document AFB/EFC.14/inf.1 will be circulated, to update the Committee on the status of the pipeline and availability of funds, before the review of the proposals by the PPRC.

Action expected: the secretariat will give an overview of the status of the pipeline and the availability of funds to fund project and programme proposals.

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

Documents: AFB/PPRC.14/3 *Report of the secretariat on initial screening/technical review of the project and programme proposals* and AFB/PPRC.14/3/Add.1;

Background: The secretariat has received nine project/programme proposals, which were screened and technically reviewed. The report contained in document AFB/PPRC.14/3 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.14/3 and to make recommendations to the Board if necessary.

**6. Review of project and programme proposals**

Documents:  
AFB/PPRC.14/3 *Report of the secretariat on initial screening/technical review of the project and programme proposals* and AFB/PPRC.14/3/Add.1

**Concepts**

*Proposals from NIEs:*  
AFB/PPRC.14/4 *Proposal for India (1)* and AFB/PPRC.14/4/Add.1;

AFB/PPRC.14/5 Proposal for India (2) and AFB/PPRC.14/5/Add.1;  
AFB/PPRC.14/6 Proposal for India (3) and AFB/PPRC.14/6/Add.1;  
AFB/PPRC.14/7 Proposal for Morocco and AFB/PPRC.14/7/Add.1;

*Proposals from RIEs:*

AFB/PPRC.14/8 Proposal for Federated States of Micronesia;

**Fully-developed documents**

*Proposals from NIEs:*

Small-size proposals:

AFB/PPRC.14/9 Proposal for India (4);

AFB/PPRC.14/10 Proposal for India (5);

Regular size proposals:

AFB/PPRC.14/11 Proposal for Kenya;

*Proposal from MIE:*

AFB/PPRC.14/12 Proposal for Indonesia.

Background: The secretariat has screened and reviewed technically the above proposals. 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 requests contained in documents AFB/PPRC.14/4/Add.1, AFB/PPRC.14/5/Add.1, AFB/PPRC.14/6/Add.1 and AFB/PPRC.14/7/Add.1 and to make recommendations on them to the Board for adoption.

**7. Options for intersessional review and approval of project and programme proposals**

Document: AFB/PPRC.14/13 Options for Intersessional Review and Approval of Project and Programme Proposals

Background: At the twenty-first meeting, the Board considered a proposal made by the Chair to reduce the number of Board meetings per year from three to two. According to the Chair's presentation of his proposal in that meeting, the Board now had good administrative procedures in place, and was working efficiently to complete the agenda of its meetings without difficulty. It was also making efficient use of the intersessional periods. The Chair also pointed to the expectation that the number of project submissions in 2014 would be largely the same as in 2013, and the fact that the Board meetings represented a high cost at the present time of financial constraint. The Chair further noted that the issue could be revisited if and when the volume of business to be transacted increased. Having considered the proposal from the Chair, the Board decided to:

- (a) *Hold two Board meetings per year in accordance with the Rules of Procedure of the Board;*
- (b) *Request the secretariat to present to the Project and Programme Review Committee (PPRC) at its thirteenth meeting a document presenting options for intersessional review of, recommendation on, and approval of, project and programme proposals by the secretariat, PPRC and Adaptation Fund Board, respectively;*
- (c) *Continue considering the number of meetings per year on a periodic basis, in accordance with the Rules of Procedure of the Board, taking into account the expected workload of the Board and the need for discussing strategic issues at the Board level.*

*(Decision B.21/27)*

Subsequently, the secretariat had prepared and submitted to the PPRC at its thirteenth meeting document AFB/PPRC.13/13 which presented options for intersessional review of, recommendation on, and approval of, project and programme proposals. The PPRC discussed the document and reported its recommendations to the Board at its twenty-second meeting. Having considered the proposal from the Chair, the Board decided to:

- (a) Recognize the need for intersessional review of project and programme proposals by the secretariat and PPRC, and approval of proposals by the Board, in order that project and programme proponents continue to have the opportunity to present proposals at regular intervals; and*
- (b) Request the secretariat to prepare a revised options paper on the intersessional review and approval of project and programme proposals, including the process for such reviews and the types of proposals that could be reviewed intersessionally, for consideration by the PPRC at its fourteenth meeting.*

*(Decision B.22/15)*

Pursuant to decision B.22/15 (b), the secretariat has prepared and submitted to the PPRC document AFB/PPRC.14/13 which revisits options for intersessional review of, recommendation on, and approval of, project and programme proposals.

Action expected: The secretariat will present the document AFB/PPRC.14/13. The PPRC may want to discuss the findings and suggested recommendations, and make a recommendation to the Board on the way forward.

**8. Analysis of possible effects on administrative costs of the use of multiple Executing Entities and implementing partners for the implementation of local adaptation actions.**

Document: AFB/PPRC.14/14 *Analysis of possible effects on administrative costs of the use of multiple Executing Entities and implementing partners for the implementation of local adaptation actions.*

Background: At its thirteenth meeting, the PPRC had discussed the issue of the effect on administrative costs when Implementing Entities were proposing the use of several Executing Entities and implementing partners. During the discussion it was acknowledged that while the cap on execution costs should not be exceeded it also seemed that there could be some advantage in several executing entities being involved in project delivery as that could help to build capacity in smaller institutions that might not otherwise have the opportunity to work on such projects.

The PPRC discussion was reported to the Board at its twenty-second meeting of the. After considering the conclusions and recommendation of the PPRC, the Board decided *to request the secretariat to examine the possible effects on administrative costs of the use of multiple Executing Entities and implementing partners to promote local development and execution of adaptation actions, and to report its findings to the fourteenth meeting of the PPRC.*

*(Decision B.22/13)*

Pursuant to decision B.22/13, the secretariat has prepared and submitted to the PPRC document AFB/PPRC.14/14.

Action expected: The secretariat will present the document AFB/PPRC.14/14. The PPRC may want to discuss the findings and suggested recommendation, and make a recommendation to the Board on the way forward.

**9. Other matters**

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

**10. Adoption of the recommendations and report**

Document: The report of the PPRC will be prepared after the morning session on 19 March 2014.

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

**11. Closure of the meeting**

**PROVISIONAL TIMETABLE****Day 1, 18 March 2014***Morning Session*

9:00 – 9:30	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
9:30 – 10:00	4	Update on the funding status and the situation of the pipeline
10:00 – 10:30	5	Report of the secretariat on initial screening/ technical review of project and programme proposals
10:30 – 10:45		<i>Coffee break</i>
10:45 – 12:30	6	Review of project and programme proposals
<i>Afternoon Session</i>		
14:00 – 15:00	6	Review of project and programme proposals (continued)
15:00 – 15:45	7	Options for intersessional review and approval of project and programme proposals
15:45 – 16:00		<i>Coffee break</i>
16:00 – 17:00	8	Analysis of possible effects on administrative costs of the use of multiple Executing Entities and implementing partners for the implementation of local adaptation actions

**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.
--------------	---

10:00 – 10:30	<i>Coffee break</i>
---------------	---------------------

10:30 – 11:00	9 Other matters
---------------	-----------------

12:15 – 13:00	10 Adoption of the recommendations and report Closure of the meeting
---------------	---

*Afternoon session*

**Adaptation Fund Board agenda**

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