

Community of Practice for Direct Access Entities (CPDAE) Action Plan (Proposed Activities)

CPDAE Purpose: The purpose of the CPDAE is to provide an avenue for knowledge exchange, learning and experience sharing, collaboration and peer support within the community of National Implementing Entities (NIE’s) and Direct Access Entities (DAE’s) involved in the programming of climate change adaptation and mitigation finance, so as to increase the effectiveness of entities in accessing resources and implementing adaptation and mitigation projects and programs through direct access.

CPDAE Objectives: Please refer to CPDAE Charter.

Activity #	What are you trying to achieve? What specifically will you implement/ what action will occur?	Why is it important to the CPDAE? What does it mean to the community or to you personally?	Who will carry out these actions? What is the role of community members, committee?	Measures / Success indicators How will you know you have been successful? e.g., Describe by seeing, feeling & hearing success?	By when will the actions take place, and for how long?	Resources needed such as time, people support, or financial investments required to get you there. Include estimate budget figures.	
						Resources Available	Resources Needed
1.1	CONDUCT ASSESSMENT OF EXISTING EXCHANGE MECHANISMS TO ESTABLISH BEST PRACTICE (INCLUDING PLATFORMS- E.G. WHATSAPP GROUPS, MAILING LISTS, WRI PLATFORM, EXISTING GCF PLATFORM).	It is about having a platform that will be composed of various groups which will allow DAEs/ NIE’s to have a private space for communication and sharing of material, information’s amongst themselves, while also providing a space for public exchanges	(i) Community members and users respond to surveys. (ii) Committee develops TOR’s (iii) External service provider hired by funders (e.g. GCF, AF, AFDB, WRI) directly	(i)Number of people accessing the platform (ii)Number of knowledge materials shared (iii)Number of accredited entities engaged in interactions through the platform	3-6 months (tentatively December 2019)	WRI, ACCF (AfDB), AF ,GCF	TBD
			(i)Identify a technical partner to (ii)undertake/develop				

1.2	<p>ADAPTATION OF THE WRI/DCAP PLATFORM BASED ON SURVEY AND ASSESSMENT RESULTS, TO THE NECESSITIES OF THE CPDAE.</p> <p>This is the second part of the SURVEY and depends on the coordinations with GCF. Aissata – end next week comments / Emerson review with the team / needs of capacity building / knowledge management needs / the committee will inform to the group. Aissata will develop a survey. Needs and constraints of a knowledge platform.</p>		<p>a platform using existing free web resources. (iii)The community members should take greater ownership and day to day administration of the platform</p>		6-12 months	WRI, ACCF (AfDB), AF ,GCF	<p>Technical assistance to improve the platform</p> <p>TBD</p>
1.3 /2.1	<p>PEER TO PEER ACTIVITY: PROMOTE DIALOGUES OF ACCREDITATION – RE- ACCREDITATION PROCESS, FUNDING PROPOSALS, LEGAL ARRANGEMENTS, IMPLEMENTATION OF PROJECTS.</p>	<p>The aim is to enable DAEs to work directly in partnership with each other, or with national institutions that are in the process of applying for accreditation, to share experiences, collaborate on capacity building initiatives and development of concept notes and funding proposals.</p>	<p>The committee, through this action plan shall convey this activity throughout its tenure</p>	<p>(i)Number of lessons learned and best practices shared (ii)Number of interactions between operating DAEs on one hand, between operating DAEs and “newcomers” on the other hand</p>	During the workshops	On-line survey to identify interests Speed dating’s	<p>TBD (when & if needed)</p>
	<p>WORKSHOP – KNOWLEDGE EXCHANGE (BY FUNDS OR BETWEEN</p>	<p>These meetings will allow both for a direct exchange of experiences among DAEs, NIE’s and the development of a</p>			August (A&B)– (for AF entities	Annual meeting AF	

1.4	<p>COMMUNITY MEMBERS):</p> <ul style="list-style-type: none"> • BEST PRACTICES. • INNOVATION ACTIONS • GUIDELINES • PARADIGM SHIFT? • (NO WEBINARS) <p>The survey will assess the needs on capacity building.</p>	<p>true community of practitioners, and would provide a platform for gathering of organized feedback and suggestions from DAE's/ NIE's to inform the board and secretariats of the climate funds, and the UNFCCC COP negotiators.</p>	<p>The committee should aim to achieve:</p> <ol style="list-style-type: none"> 1. training events 2. Global workshops. 3. Gather key information's, challenges through GCF/AF (NIE's/ DAE's) workshop, SB and annual meetings 4. side event on the sidelines of the COP 	<p>(i)Number of workshops organized (ii)Workshop reports (iii)Number of lessons learned or best practices documented and shared with Funds and negotiators</p>	<p>but could GCF entities in the committee to be brought?)</p> <p>December (Chile) 2019</p> <p>March 2020</p>	<p>COP 25</p> <p>On-line survey to define the topics.</p>	<p>Tickets / DSA/ accommodation</p>
1.5	<p>CPDAE ANNUAL MEETING</p>	<p>An annual meeting to analyze the CPDAE plan, charter and to choose the countries that will be part of the Committee. Additionally, the meeting should develop recommendations for the funders from the CPDAE community.</p>	<p>The Committee entrust the realization of this activity through the support of the AF, GCF and others.</p>		<p>June 2020</p>	<p>Action plan</p>	<p>Tickets / accommodation</p>
1.6	<p>DISSEMINATION OF THE CPDAE IN MEETINGS, WORKSHOPS,</p> <ul style="list-style-type: none"> - DEVELOP A COMMUNICATION AND COORDINATION STRATEGY. - WHAT IS THE CPDAE? - HOW TO BECOME A MEMBER 	<p>To invite new NIEs to be part of the CPDAE</p>	<p>Committee</p>	<p>New members</p>	<p>During the workshops</p>	<p>Meetings already established by AF / GCF and</p>	<p>TBD (when & if needed)</p> <p>Technical assistance to develop the strategy.</p>

1.7 /2.2	REGULAR COMMUNICATION AND NEWSLETTER OF GCF AND AF PROJECTS	The Bulletin allows the DAES to share knowledge ideas and actions implemented.	Committee is responsible for compiling information from CPDAEs and sending this to the Adaptation Fund to edit and circulate.		Regular communication and newsletter of GCF, AF and other prospective funds projects	The Bulletin allows the DAES to share knowledge ideas and actions implemented.	Committee is responsible for compiling information from CPDAEs and sending this to the Adaptation Fund to edit and circulate.
2.	<p>DEVELOPMENT OF A CAPACITY BUILDING AND TRAINING THROUGH A PHASED APPROACH:</p> <p>PHASE 1: IDENTIFICATION OF CAPACITY NEEDS FOR DEVELOPING ADAPTATION AND MITIGATION PROJECTS THAT WOULD BE SUITABLE FOR FUNDING.</p> <p>PHASE 2: CAPACITY BUILDING FOR MONITORING AND EVALUATION</p>	These programs would support the capacity within DAEs themselves, as well as the development of a roster of certified experts to support national institutions with the accreditation and project development process.	<ul style="list-style-type: none"> The Committee needs to engage the Community to: <ol style="list-style-type: none"> Identify training needs to inform the development of training and training materials based on these Find additional resources to finance activities that are not covered <ul style="list-style-type: none"> Funder to procure service provider to deliver training based on the vocalized needs of the CPDAE. <p>The ACCF (AfDB) has secured funding from South Korea for developing a TOT program.</p>	<ul style="list-style-type: none"> Number of training sessions organized Number and types of training materials developed Number of DAEs benefiting from the TOT Number of positive reviews provided by participants 	0-12 months	Same as above platform	
		The aim is to enable DAES to work directly in partnership with each other, or with national institutions that are in the process of applying	Community members should commit themselves to document lessons learned and best practices and share	Number of lessons learned			

3.	SUPPORT FOR BILATERAL COOPERATION BETWEEN DAES, OR BETWEEN DAES AND FUTURE ACCREDITED ENTITIES.	for accreditation (on referral from the funders) and reaccreditation, to share experiences, collaborate on capacity building initiatives and development of concept notes and funding proposals.	them through the platform. They should also make themselves available to answer questions and request for support from entities seeking accreditation or those undertaking for the development and/or submission of concept notes and funding proposals.	and best practices shared Number of interactions between DAEs as well as entities seeking accreditation Number of concept notes enhance by the support	On-going	TBD	TBD
4.	DEVELOPING A MONITORING AND EVALUATION FRAMEWORK OF THE CPDAE	Track progress, successes and "ROI" to assess CPDAE performance against its objectives	Committee to develop framework	Framework developed	6-12 months (by the next annual meeting)	NA	NA
5.	GENERAL SUPPORT FUND SUBSCRIPTION TO AN APPROPRIATE PLATFORM FOR ONLINE COMMITTEE MEETINGS (EG. ZOOM) ACCESS TO TRANSLATION SUPPORT FOR LOCALLY SPECIFIC NATIONAL DOCUMENTS, FOR EXAMPLE NATIONAL FRAUD POLICIES IN FOREIGN LANGUAGES (ON DEMAND). IN ADDITION, TRANSLATION FOR LEGAL INSTRUMENTS AND GUIDELINES.	Support the community of practice.	Dependent on the availability of funding	Dependent on the availability of funding	Dependent on the availability of funding	Dependent on the availability of funding	Dependent on the availability of funding