



ADAPTATION FUND

AFB/B.38/3
2 April 2022

Adaptation Fund Board
Thirty-eighth meeting
Bonn, Germany (Hybrid meeting), 7-8 April 2022

Agenda item 4

REPORT ON ACTIVITIES OF THE SECRETARIAT

Background

1. This report lists the activities undertaken by the Adaptation Fund Board Secretariat (the secretariat) and the Adaptation Fund Technical Evaluation Reference Group (AF-TERG) Secretariat during the period of six months between the thirty-seventh meeting in October 2021 and the thirty-eighth meeting of the Adaptation Fund Board (the Board) in April 2022.

Finalization and posting of the report of the second session of the thirty-seventh meeting

2. Following the thirty-seventh meeting held virtually on 19-21 October 2021, the secretariat supported the Chair in finalizing the report of the meeting. As agreed by the Board, the report was completed and circulated to Board members and alternates for comments and approval. The Board approved the report, and it was posted on the website of the Adaptation Fund (the Fund) as documents AFB/B.37/13.

Events and meetings

3. During the reporting period, the secretariat participated in, and presented at, the following events and meetings (excluding meetings of the readiness programme that are described in a separate section below).

- (a) Glasgow United Nations Climate Change Conference, the twenty-sixth session of the Conference of the Parties to the United Nations Framework Convention on Climate Change (COP26), the sixteenth session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP 16), and the third session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA 3) (31 October – 13 November 2021, Glasgow, UK): The manager and members of the secretariat participated in the conference and supported the Chair in representing the Fund during Adaptation Fund related negotiations and several side events, in particular in delivering the Board's report to the CMP and CMA on the Fourth Review of the Adaptation Fund. The secretariat ensured the Fund's continued presence and visibility through a dedicated AF pavilion during the whole duration of the conference. The secretariat also organized three well-attended side events: (i) one on the theme of locally-led adaptation featuring several of the Fund's NIEs; (ii) one on the on enhancing access for adaptation in the context of COVID-19; and (iii) a Francophone event on the Fund's new opportunities for accessing finance under the MTS, together with Institute de la Francophonie pour le Développement Durable (IFDD). The secretariat supported the Chair in representing the Fund at the Launch of the COP26 Catalyst Call to Action for transformational capacity building, organized by the COP26 Presidency, and at a UNDP organized side event on Climate Finance for Sustaining Peace. The Manager and members of the secretariat participated in several other side events on relevant topics such as locally-led adaptation, climate risks in conflict-affected settings, innovation, nature-based solutions, capacity-building, health, gender-just climate finance, adaptation in the water sector, forests, and agriculture. The secretariat organized the Fund's annual high-level Contributor Dialogue as a hybrid event, which

was hosted by the Government of the United Kingdom's COP26 Presidency and moderated by the Chair, with interventions by several distinguished high-level opening speakers, including H.E. Mr. Ovais Sarmad, Deputy Executive Secretary of the UN Framework Convention on Climate Change, H.E. Ms. Anne-Marie Trevelyan, the UK's Secretary of State for International Trade & COP26 Champion for Adaptation and Resilience, and H.E. Ms. Yasmine Fouad, Minister for Environment of Egypt. The Dialogue was very successful with participation by ministerial and other high-level representatives from twenty contributor and recipient governments, including national and sub-national governments, which voiced their support for the Fund and collectively pledged a record amount of US\$ 349 million from 17 contributors, including three first-time contributors. The Manager of the secretariat represented the Fund at a meeting of the heads of the Climate Funds (AF, Green Climate Fund (GCF), Global Environment Facility (GEF), Climate Investment Funds (CIF)) and the launch of the joint statement of the climate funds on enhanced complementarity and collaboration called "Supporting developing countries on the road to a climate-resilient recovery from the COVID-19 pandemic". The secretariat also engaged in bilateral meetings with 11 recipient and contributor governments and 10 implementing entities.

- (b) Towards the Sustainable Development of the Small Island Developing States (SIDS): UNESCO Global Dialogue Series (22 October 2021, virtual): The manager of the secretariat joined a panel in the meeting.
- (c) Gender-Just Climate Finance: from barriers to actionable solutions (4 November 2021, Glasgow, UK): A member of the secretariat attended the meeting as a Panel discussant and introduced the Fund's gender work, its approaches to gender integration in concrete adaptation projects and the Fund's available funding windows for gender and exchanged views with other Panel discussants.
- (d) Land and Water Days by Food and Agriculture Organization (8-9 December 2021, virtual): A member of the secretariat delivered a presentation on financing climate change adaptation.
- (e) Formative Evaluations of UN Women's Work in the Area of Climate Change (9 December 2021, virtual): A member of the secretariat was invited to attend the meeting and shared the Fund's experiences and lessons learned related to its gender mainstreaming efforts and its collaboration with the UN Women.
- (f) Climate Technology and Adaptation - Youth-Led Innovative Approaches (19 January 2022, virtual): A member of the secretariat attended the meeting to present the different funding windows included under the Innovation Facility.
- (g) Sweden Innovation Days (17-20 January 2022, hybrid): A member of the secretariat attended virtually this global digital event on innovation, organized by the national

innovation agency, and dedicated to fostering international collaboration, and with a special emphasis on innovation and international collaboration that support UN SDGs.

- (h) Digital Transformation Workshop by World Food Programme (1 February 2022, virtual): A member of the secretariat participated in the workshop organized by UN Innovation Network and World Food Programme, that also included experimentation and uptake of new innovation.
- (i) Roundtable Dialogues of Experts on the second Medium-term Strategy of the Adaptation Fund (8 and 10 February 2022, virtual): The secretariat organized targeted consultations with stakeholders of the Fund to gather views and inputs as part of the process for developing the second Medium-term Strategy (2023 –2027).
- (j) The Second Meeting on the GEF Programming Strategy on Adaptation to Climate Change for the LDCF and SCCF and Operational Improvements (16 February 2022, virtual): A representative of the secretariat participated in the meeting.
- (k) The Eighth Replenishment of GEF Resources - Interim Meeting (8-9 March 2022, virtual): A member of the secretariat participated in the meeting.
- (l) The Climate Crisis: A Threat to Gender Equality and the Sexual and Reproductive Health and Rights of Women and Girls (16 March 2022, virtual): the manager of the secretariat joined a panel in the meeting.
- (m) The secretariat organized a session in the Gobeshona Global Conference on Research into Action (28 March 2021, virtual): Locally-led adaptation Actions: Experiences and perspective from the Adaptation Fund.
- (n) The secretariat organized a session in the Middle East and North Africa Climate Week 2022 (28 March 2021, virtual): Integrated approaches to enhance climate finance access for adaptation.

Preparations for the thirty-eighth Board meeting

Meeting arrangements

4. Following the Board decision B.36-37/13 and recognizing the continuing extraordinary circumstances and challenges due to the COVID-19 pandemic on several continents, the Board held its thirty-seventh meeting as a virtual meeting from 18–22 October 2021, preceded by virtual meetings of the Project and Programme Review Committee and the Ethics and Finance Committee, respectively, on 11–15 October 2021.

5. Recognizing the continuing extraordinary circumstances and challenges due to the COVID-19 pandemic on several continents, the Board decided to hold its thirty-eighth meeting (i) In Bonn, Germany, on 4-8 April 2022, including the meetings of the Project and Programme

Review Committee (PPRC) and the Ethics and Finance Committee (EFC) and the meeting of the Board; or (ii) Virtually, on 19–21 April 2022, if an in-person/hybrid meeting is not feasible, preceded by virtual meetings of the PPRC and EFC from 4–8 April 2022 (Decision B.36-37/11).

6. It was determined by the Chair and Vice-Chair of the Board that holding the meeting would be possible, and this was communicated to the Board by the secretariat on 3 March 2022. At the time of issuing this report, the secretariat is making arrangements for committee meetings and Board meeting in a hybrid format according to option (i) of the Board decision above.

Meeting documents

7. The secretariat, working closely with the Board Chair and the Committee Chairs and Vice-Chairs, and the trustee, prepared the documents for the thirty-eighth meeting of the Board and for the twenty-ninth meetings of the Project and Programme Review Committee (PPRC), and of the Ethics and Finance Committee (EFC).

8. The full list of documents is contained in document AFB/B.38/Inf.1, List of documents.

Membership of the Board

9. The following includes a list of the changes in the membership of the Board as of the date of the issuance of this document.

- (a) Mr. Washington Zhakata (Zimbabwe, Africa) replaced Mr. Ibila Djibril (Benin, Africa) as Member.
- (b) Mr. Ali Mohammed (Somalia, Africa) replaced Mr. Mohamed Zmerli (Tunisia, Africa) as Alternate.
- (c) Mr. Ahmed Waheed (Maldives, Asia-Pacific) replaced Mr. Albara Tawfiq (Saudi Arabia, Asia-Pacific) as Member.
- (d) Mr. Albara Tawfiq (Saudi Arabia, Asia-Pacific) replaced Mr. Ahmed Waheed (Maldives, Asia-Pacific) as Alternate.
- (e) Ms. Joanna Milwicz vel Delach (Poland, Eastern Europe) replaced Ms. Umayra Tagiyeva (Azerbaijan, Eastern Europe) as Member.
- (f) Ms. Maia Tskhvaradze (Georgia, Eastern Europe) replaced Ms. Monika Antosik (Poland, Eastern Europe) as Alternate.
- (g) Mr. Wenceslao Carrera Doral (Cuba, GRULAC) replaced Mr. Victor Viñas (Dominican Republic, GRULAC) as Member.
- (h) Mr. Victor Viñas (Dominican Republic, GRULAC) replaced Ms. Yadira Gonzaaes Columbié (Cuba) as Alternate.
- (i) Mr. Antonio Navarra (Italy, Western Europe) replaced Ms. Eleonora Cogo (Italy, Western Europe) as Member.
- (j) Mr. Mattias Broman (Sweden, Western Europe) was elected as an Alternate to a seat that was vacant previously.

- (k) Mr. Marc-Antoine Martin (France, Annex I) replaced Mr. Mattias Broman (Sweden, Annex I) as Member.
- (l) Mr. Kevin Adams (United States of America, Annex I) replaced Mr. Marc Antoine Martin (France, Annex I) as Alternate.
- (m) Mr. Ahmadou Sebory Toure (Guinea, Non-Annex I) replaced Mr. Evans Njewa (Malawi, Non-Annex I) as Alternate.
- (n) Mr. Michai Robertson (Antigua & Barbuda, SIDS) replaced Mr. Nilesh Prakash (Fiji, SIDS) as Member.
- (o) Ms. Angelique Pouponneau (Seychelles, SIDS) replaced Mr. Paul Phillip (Grenada, SIDS) as Alternate.
- (p) Following the nomination by the Asia-Pacific States Constituency, Ms. Sohee Gwag (Republic of Korea) was appointed as a member replacing Ms. Ji Young Choi (Republic of Korea).

Intersessional decisions approved by the Board

10. The secretariat, in consultation with the Board Chair and Vice-Chair, prepared and circulated draft decision texts, of which 15 were approved by the Board during the intersessional period as of the date of this document. All the decisions listed below have been posted on the Fund website.

- B.37-38/1 Report of the Adaptation Fund Board, Note by the Chair of the Adaptation Fund Board – Addendum
- B.37-38/2 Endorsement of COP26 catalyst call to action: transformational capacity building in support of the Paris Agreement
- B.37-38/3 Approval of request for change of project output: Indonesia (Kemitraan)
- B.37-38/4 Fast-Track Re-accreditation of the Central American Bank for Economic Integration (CABEI) as a Regional Implementing Entity (RIE)
- B.37-38/4 Fast-Track Re-accreditation of the Central American Bank for Economic Integration (CABEI) as a Regional Implementing Entity (RIE)
- B.37-38/5 Fast-Track Re-accreditation of Centre de Suivi Ecologique, Senegal as a National Implementing Entity (NIE) of the Adaptation Fund
- B.37-38/6 Extension of grace period for achieving re-accreditation: Ministry of Planning and International Cooperation (MoPIC) of Jordan
- B.37-38/7 Updated management response action plan - Mid-term review of the Medium-term strategy
- B.37-38/8 Approval of Proposal for Haiti
- B.37-38/9 Approval of Proposal for Côte d'Ivoire
- B.37-38/10 Approval of Proposal for Malaysia
- B.37-38/11 Organization of the thirty-eighth meeting of the Adaptation Fund Board
- B.37-38/12 Fast-Track Re-accreditation of the World Meteorological Organization (WMO) as a Multilateral Implementing Entity (MIE) of the Adaptation Fund
- B.37-38/13 Appointment of Member representing Asia-Pacific States

- B.37-38/14 Updates to the Readiness Package Proposal and review templates and Decision on Grant Proposals
- B.37-38/15 Approval of no cost extension of project completion date: Ethiopia, Kenya, Uganda (WMO)

Implementation of decisions adopted by the Board at its thirty-seventh and earlier meetings and during the ensuing intersessional period

Full cost of adaptation reasoning

11. Following Board decision B/36/29, the secretariat launched an intersessional survey among the Fund's stakeholders during the period 14-22 February 2022 and conducted structured interviews with a view to capture feedback on which finance approaches can be considered as co-finance to support the implementation of the Fund's projects and programmes and how these can be best leveraged under the mission and current policy framework of the Fund.

12. The inputs collected will inform the development of the report including elements for defining the scope of application of the full cost of adaptation reasoning criterion, taking into consideration the programmatic developments of the Fund, to be presented at the twenty-ninth meeting of the PPRC.

Further clarification of definition of innovation under the Adaptation Fund: analysis of relevant elements and guidance for review criteria

13. The secretariat developed, in line with decision B.35.b/9, under the continued guidance of the task force for innovation, an updated document that further refines the elements related to innovation and adaptation outlined in document AFB/B.36/8, which contains the elements below. It will be presented to the Board for its consideration at its thirty-eighth meeting. (Decision B.36/39)

- (i) Analysis of the global landscape of finance for innovation in climate adaptation, along with any gaps;
- (ii) Identification of potential types of risks related to innovation projects funded by the Adaptation Fund, with recommendations on the flexibility on acceptable levels specific to the type of risk;
- (iii) A proposal on the piloting of the establishment of an advisory body to support the Adaptation Fund's work on innovation on an ongoing basis.

Report of the secretariat on the initial screening/technical review of project and programme proposals

14. The secretariat analysed the issues related to the use of unidentified subprojects and also prepared the clarification on regional implementation and execution costs, including where implementing entities provide part or all of the execution services. The findings will be presented to the PPRC at its twenty-ninth meeting. (Decision B.37/1)

Annual performance report (APR) for the fiscal year 2021

15. The secretariat prepared a summarized version for the general public in a reader friendly format with translated versions in French and Spanish, following the approval of the APR by the Board. (Decision B.37/35)

Management response to the mid-term review of the Medium-term Strategy (MTS)

16. The secretariat prepared the updated management response reflecting the views expressed by the Ethics and Finance Committee at its twenty-eighth meeting on the findings and recommendations set out in the MTR report, for approval by the Board during the intersessional period between the thirty-seventh and thirty-eighth meetings of the Board. Also, the secretariat, in consultation with the AF-TERG, prepared the action plan to respond to the recommendations arising from the MTR, reflecting the final management response, for approval by the Board during the same intersessional period. (Decision B.37/36).

17. Following the 14-day review period and in the absence of non-objection from any Board member, the Board decision B.37-38/7 has been approved and posted on the Fund's website. In accordance with decision B.37-38/7, the secretariat will report to the Ethics and Finance Committee, at its thirtieth meeting (October 2022), on the progress made in implementing the action plan.

Update on the implications of the fiduciary issues related to the United Nations Development Programme

18. The secretariat continued coordinating with the secretariats of the Green Climate Fund and the Global Environment Facility regarding fiduciary issues associated with the projects implemented by the United Nations Development Programme (UNDP). (Decision B.37/37).

19. On 16 November 2021, the secretariat reached out to UNDP and communicated the Board decision B.37/37 and requested the entity to take necessary actions to comply with the above-mentioned decision.

20. The secretariat has been in close contact with UNDP and continues to monitor the implementation of decision B.37/37. Furthermore, the entity has recently informed the secretariat that it has started the process of conducting audited statements for the projects that have reached completion, in accordance with the project legal agreement signed between the Board and the implementing entity.

21. In accordance with Decision B.37/37, the entity will report to Board through the secretariat, on the status of the matters referred to in subparagraphs (c) (i) and (ii) of Decision B.37/37 to the Board at its thirty-ninth meeting.

Medium-term strategy of the Fund beyond 2022

22. The secretariat undertook the following preparatory work towards developing a Medium-term strategy (MTS) for the Fund for the period 2023-2027 (MTS 2023–2027) taking into account the findings and recommendations of the Mid-Term Review of the MTS 2018–2022, as contained in document AFB/EFC.28/7 and related Board discussions (Decision B.37/38):

- (i) The secretariat prepared a document which contains elements and options for the MTS 2023–2027 for consideration by the Board at its thirty-eight meeting.
- (ii) The secretariat solicited inputs before developing the elements and options for MTSII. The secretariat launched an open and inclusive stakeholder consultation process. An online survey was shared with the Board, Implementing Entities, Designated Authorities, contributor governments, AF-TERG, the AF trustee, the AF CSO Network, and the other multilateral climate funds (incl. GCF, GEF, and CIF). A press release was published to invite other interested stakeholders to respond to the online survey. In total, the secretariat received 50 responses to the survey. In addition, the secretariat organized two roundtable discussions with a selected focus group of adaptation finance experts to solicit further inputs and perspectives on how the Fund could make the biggest impact in the context of the broader adaptation finance landscape. The secretariat hired two consultants to help with the synthesis and analysis of the various collected views and inputs.

Objectives and indicators for innovation aspects of projects

23. The secretariat piloted the use of the indicators set out in document AFB/B.37/6, to report on the progress and status of the use of the indicators, including any recommendations, to the Project and Programme Review Committee at its twenty-ninth meeting. In the process of piloting the use of indicators for innovation, the secretariat continued consulting with the Technical Evaluation Reference Group of the Adaptation Fund as needed. (Decision B.37/39)

Strategic discussion on objectives and further steps of the Fund. Potential linkages between the Fund and the Green Climate Fund (GCF)

24. The secretariat continued discussions with the GCF to advance the collaborative activities identified at the Annual Dialogue in November 2020 and progress in implementing the six activities of the 2019 roadmap (annex I to document AFB/B.37/7). With the Board Chair, the secretariat will provide the Board with (i) A report on the progress made in the activities at its thirty-eighth meeting; (ii) An update on the matter referred to in subparagraph (b) in Decision B.37/41 once it has been considered by the GCF Board. (Decision B.37/41).

25. The secretariat has participated in the fifth annual dialogue of climate delivery channels that took place on 3 November 2021 at the GCF-GEF Pavilion in Glasgow on the margins of the twenty-sixth meeting of the Conference of Parties (COP26). The meeting was organized in two

sessions: 1) discussion on the Joint Funds Roadmap, and 2) an announcement of [a Joint Funds statement on enhanced complementarity and collaboration](#).

26. As part of its efforts to enhance complementarity and coherence with other climate funds, the manager of the secretariat has joined the heads of the GCF, GEF and CIFs to sign [a joint statement on enhanced complementarity and collaboration](#). Under this joint statement, the four climate funds committed to advancing their joint efforts in three pillars including (i) exploring synergies in programming; (ii) monitoring, evaluation and learning and (iii) communication and outreach.

27. To further implement the joint Funds Roadmap, the Adaptation Fund will join the other funds in setting up a working session between the four secretariats to be organized in Q2-2022 to formulate and implement the work plan for the 2021 – 2022 Roadmap. In particular during COP26, on 10 November 2021, GCF and AF discussed options to collaborate better on fast track accreditation and reaccreditation issues. Both teams identified challenges and opportunities. It was clarified that GCF reaccreditation process includes fast-track process for the implementing entities of the Adaptation Fund. Further exchange is needed, and the accreditation teams of both Funds have agreed on setting up a working session between the secretariats to be organized in the second quarter of 2022 to formulate and implement the work plan for a Roadmap on operational linkages on accreditation and reaccreditation.

28. The Fund continues its collaboration with the GCF in supporting the community of practice of direct access entities (CPDAE). The secretariat joined a meeting with GCF, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and the CPDAE committee to launch the implementation of the CPDAE activities following approval of the proposal by the GCF secretariat in December 2021.

29. In order to set out a structured approach for collaboration between the Adaptation Fund and the GCF on project and programme scale-up, during the reporting period the two funds continued the operationalization of the framework to scale up projects and programmes. Potential eligible projects fulfilling the criteria set forth in the scale-up framework were identified and shared by the AF secretariat with the GCF. The GCF has been contacting the national designated authorities (NDA), and two thirds of the countries have been confirming interest in scaling-up their project/programme with GCF resources. The GCF will update the secretariat on any further progress on this matter.

Options to further enhance civil society participation and engagement in the work of the Board

30. The secretariat has created a dedicated section on the Fund's website related to the Fund's engagement with stakeholders, including civil society. The web page will be updated as the discussions on stakeholder engagement evolve. The secretariat also prepared a draft outline of guidelines on civil society engagement, taking into account the findings of the survey results and the study on the need for the policy, as contained in document AFB/B.37/8, as well as the

Board's discussions at its thirty-seventh meeting. It will be presented for the Board's consideration at its thirty-eighth meeting. (Decision B.37/42)

Readiness Programme

31. During the reporting period, the secretariat implemented the following activities under the Readiness Programme¹:

- a) The secretariat hosted a workshop on Innovation in Adaptation in order to accelerate, encourage and enable innovation for effective, long-term adaptation to climate change on 22-23 November 2021. The workshop discussed the types of innovation, the clarity around the innovation process or pathway, and the different stages into which a proposal can fit.
- b) The secretariat hosted its 13th Webinar on 9 December 2021, focusing on enhancing access to climate finance under the AF new funding windows. The webinar shared experiences and learnings from NIEs that have already accessed the funding windows and engaged participants in discussion with the AF Secretariat on improving access.
- c) The secretariat will be hosting the first ever cross-learning webinar for its accredited national implementing entities (NIEs), Regional Implementing entities (RIEs) and Multi-Lateral Implementing entities (MIEs). The webinar will provide platforms for knowledge and experience sharing between the Fund and the implementing entities in support of direct access to adaptation finance. The webinar seeks to facilitate continuous learning throughout the year and provide a quick and flexible learning experience on topical or thematic issues under discussion, including engagement with industry experts as needed, for practical guidance and discussion of best practice.

Communications

32. Since the thirty-seventh Board meeting, the secretariat continued to put out a steady array of relevant content across diverse targeted platforms. It developed and distributed four press releases, including on topics ranging from new contributions to the Fund and contributors' comments on its work, development of the next Medium-Term Strategy, complementarity with other Funds, and new Board decisions.,. The secretariat also produced feature stories on Fund projects in Uganda, Peru, and Laos PDR; three Flickr photo albums; and two E-Newsletters – one previewing the Fund's work heading into COP 26 and the other highlighting the Fund's work throughout 2021. It also produced two videos, one featuring several interviews with NIEs and Fund leaders focusing on the Fund's pioneering work over the years and a shortened version for social media. The secretariat also produced four original podcasts as part of its podcast series, Building Climate Resilience, featuring interviews with Fund staff and national implementing entities from various countries to highlight successful projects and programmes. The secretariat

¹ Reports for the events held are available on the Fund website: <https://www.adaptation-fund.org/readiness/news-seminars/>

also shared multiple external videos and written stories from implementing partners highlighting Fund projects. It developed several sets of talking points and a talking point template that were utilized in high-level speeches at COP26, media events and video recordings for key AF outreach events.

33. The secretariat posted frequently to the Fund’s website and social media platforms, which drew continued significant growth across the board from Oct. 16-Feb. 14. The Website had 47,604 new users (37% increase from last year), 49,456 total users (36% increase), and 269,875 page views (17% increase from last year). The Fund’s special COP26 website also had nearly 7,000 views. The Fund gained 1,003 new Twitter followers, 16,700 impressions and put out 162 tweets in the reporting period, and now has 19,200 Twitter followers in total. Facebook rose to 13,762 followers, and LinkedIn to 2,195. During the reporting period, the Fund also had 797 mentions in the press (605 in English, 126 in Spanish, and 66 in French).

34. The secretariat has continued to innovate and grow its communications platforms, including developing new podcasts, blogs and short videos as well as developing partnerships with media such as Climate Home News, which produced a key story on adaptation technology and an overview video about AF during COP26. The secretariat also developed a catch-all COP26 website of AF’s activities, events and media, and designed and organized the Fund’s first full-scale pavilion at COP – which was very well-received for its AF branded design, inviting workspace, high visibility, videos, and stakeholder and media attention it drew. Of note, one of the AF events was also acknowledged by UNFCCC for its great gender balance. The secretariat also designed AF pins and QDR postcards that were given out at booth (maintaining paperless sustainability). The secretariat posted event flyers there and facilitated many media interviews. Press mentions resulted in Devex, Reuters, UNFCCC, popular UK press/radio, German and other contributors’ national press, Net-Zero Business Daily, and others, and drew interest from CBS.

Knowledge Management

35. The secretariat completed a study on “lessons learned from the continuous process of capacity strengthening of IEs through re-accreditation to the Adaptation Fund” aimed at accredited implementing entities of the Adaptation Fund and one whose accreditation status will expire soon. The lessons from this study will allow the IEs to better prepare for the process and pull out what has worked well during this process as well as to delineate challenges that have been faced during the re-accreditation process. The study also examines the ways IEs maintained competencies and developed new ones during the implementation of projects, to support their re-accreditation process.

36. The secretariat prepared terms of reference and hired a consultant for a study on “lessons learned from youth engagement in climate change adaptation” aimed at implementing entities of the Adaptation Fund. The study will examine the different aspects of youth engagement including, but not limited to innovative solutions employed by this age category in strengthening resilience to climate change. and will include brief case studies from the Fund’s portfolio of projects and programs from different sectors. The study is currently in progress

37. The secretariat prepared terms of reference and hired a consultant for a study on “lessons learned from transboundary adaptation interventions in the AF portfolio” which examines the benefits of adaptation interventions at the regional level with case studies from the AD portfolio of project and programs. The study is near completion.

38. The secretariat also prepared terms of reference and hired a consultant for two additional studies, one on “lessons learned from the streamlined accreditation process” and the other on “lessons learned from scalability of Fund projects and programs including case studies from the Fund’s projects and programs”. The findings of these studies are based on desktop literature review and information obtained from remote interviews with the Fund’s implementing entities and are of interest to a variety of the Fund’s stakeholders, ranging from IEs and executing entities, practitioners in climate change adaptation, governments, private sector, etc. Both of the studies are currently in progress.

39. The secretariat prepared terms of reference for a virtual training course for projects scale-up grants aimed at increasing understanding of national implementing entities on the review criteria, eligibility and characteristic of project scale-up grants with the final purpose of submitting successful proposals. The course will be self-paced and will be available in English, Spanish and French. The course is currently in progress.

Accreditation

40. The Accreditation Panel held its thirty-seventh meeting in a virtual manner on 2 February 2022. For the meeting, the secretariat did not receive any new accreditation applications. The Panel has continued reviewing 15 re-accreditation applications (eight NIEs, two RIEs and five MIEs and 14 accreditation applications of eleven potential NIEs, two potential RIEs and one potential MIE that were previously reviewed but required additional information for the Panel’s review. At the Panel’s thirty-seventh meeting, the secretariat presented to the Panel about a study it had commissioned on the capacity strengthening of IEs through the Fund’s re-accreditation process and the ongoing work to reinforce and improve the efficiency and effectiveness of the online platform for the Fund’s accreditation process.

41. During the intersessional period, the Board re-accredited, through the fast-track process, the Central American Bank for Economic Integration (CABEI) as a RIE and the Centre de Suivi Ecologique (CSE), Senegal as a NIE of the Adaptation Fund. Details of the Panel’s thirty-seventh meeting will be published on the Fund’s website.

Table 1: Status of accreditation applications submitted to the secretariat as of 28 March 2022

	NIE	RIE	MIE
Accredited	34	8	14
Re-accredited	17	5	11
Not accredited	15	2	0
Currently under review by Accreditation Panel	11	2	1
Screened by secretariat pending completion of accreditation application during this report period	0	0	0

(Table does not include unscreened, withdrawn, or closed applications and re-accreditation applications)

Screening/technical review of project/programme proposals

42. In preparation for the thirty-eighth meeting of the Board in April 2022, the secretariat screened and prepared technical reviews of eight fully-developed single-country project documents and sixteen single country concepts, as well as four regional fully-developed project document, and two regional pre-concepts. In addition, the secretariat screened and technically reviewed one innovation small grant proposals. For the two new funding windows, the secretariat screened and technically reviewed one fully-developed single country proposal, two innovation single country project concepts, one innovation regional project pre-concept, and two enhanced direct access concepts. In performing these tasks, the team leader was supported by GEF Secretariat technical staff, and nine contracted technical experts.

43. During the intersessional period between the thirty-seventh and thirty-eighth meetings of the Board, three projects were approved. All three proposals are single-country projects.

Review of Project Performance Reports and project/programme no-cost extension requests

44. Following the Board Decision B.28/47 at its twenty-eighth meeting to delegate to the secretariat its authority to approve technical review and clearance of the Project Performance Reports (PPRs) prior to authorization by the Chair of the cash transfer of funding tranches, the secretariat has completed the review, cleared and made publicly available on the Fund's website:

- 1) The second PPR for the projects implemented in: Paraguay (UNEP, inception date: April 2019); Dominican Republic (IDDI, inception date: July 2019); Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali, Togo (WMO, inception date: June 2019);
- 2) The third PPR for the projects implemented in: Burundi, Kenya, Rwanda, Tanzania, United Republic of, Uganda (UNEP, inception date: June 2018); Panama (Fundación Natura, inception date: June 2018); Namibia (DRFN, inception date: July 2018);
- 3) The fourth PPR for the project implemented in Uganda (OSS, inception date: May 2017);
- 4) The sixth PPR for the project implemented in: Seychelles (UNDP, inception date: October 2014).

45. In this intersessional period, the secretariat received four requests for project changes under the regular process. The secretariat reviewed one request and prepared the corresponding Board document, this was approved by the Board and a corresponding decision was transmitted to the IE. The other requests for project major changes are being processed by the Board and require a full-technical review by the PPRC, as per provisions set forth in the OPG Annex 7. The requests received are listed below:

- 1) Request for change of project output: Indonesia (Kemitraan);
- 2) Request for project major changes: Jordan, Lebanon (UN-Habitat);
- 3) Request for project major changes: Chile, Ecuador (CAF);
- 4) Request for project major changes: Lebanon (IFAD).

46. As per Board Decision B.35.b/16, which includes a provision for temporary no-cost extension of the project completion date up to 12 months for projects/programmes which have been delayed due to COVID-19 and which are set to be completed within 24 months from the date of the extension request, the secretariat received intersessionally seven no-cost project/programme extension requests. The secretariat proceeded screening the requests and found that these are compliant with the criteria as described in paragraph 33 of document AFB/EFC.26.b/4. The requests received and cleared by the secretariat as of the date of the issuance of this document are listed below:

- 1) No cost extension of project completion date: Armenia, project “Strengthening land-based adaptation capacity in communities adjacent to protected areas in Armenia” (EPIU);
- 2) No cost extension of project completion date: India, project “Climate smart actions and strategies in north western Himalayan region for sustainable livelihoods of agriculture-dependent hill communities” (NABARD);
- 3) No cost extension of project completion date: Costa Rica (Fundecooperación);
- 4) No cost extension of project completion date: Kenya (NEMA);
- 5) No cost extension of project completion date: Fiji (UN-Habitat);
- 6) No cost extension of project completion date: Solomon Islands (UN-Habitat);
- 7) No cost extension of innovation small grant project completion date: Lao People’s Democratic Republic (UN-Habitat).

Gender

47. As part of collaboration and communication efforts on gender, the secretariat continued collaboration with the UNFCCC secretariat gender team and other partner organizations including climate funds, UN-Women and gender-related organizations sharing experiences, lessons learned, knowledge and update on the gender work of the Fund as well as exploring opportunities for collaboration.

48. The secretariat conducted respective surveys targeting the Fund’s Implementing Entities, Designated Authorities and AF NGO Network on the update of the Fund’s *Guidance Document*

for Compliance with the Gender Policy of the Adaptation Fund² (developed in 2017). Before updating the existing Gender Guidance Document³ in line with the updated Gender Policy (approved in March 2021), the secretariat launched the surveys with a view to assessing the use and perceived utility of the Fund's gender guidance document by the select Fund's stakeholders, in particular for the Implementing Entities in developing and implementing the Fund's supported adaptation project/programmes and to receiving feedback and suggestions on any additional guidance on gender. The secretariat will reflect the outcome of the survey in better targeting updates and revisions to the gender guidance document to provide enhanced gender guidance support for the Implementing Entities.

49. The secretariat completed *a study on* intersectional approaches to gender mainstreaming in adaptation-relevant interventions and intersessionally submitted to the Board as an informational document (Document AFB/B.37-38/Inf.1).⁴ The study was conducted with a view to enhancing understanding on intersectional approaches by examining the current state of intersectional approaches to gender mainstreaming in adaptation-relevant interventions as well as how the concept of intersectionality and various intersectional analytic approaches have been applied to adaptation-relevant sectors. The study is expected to help the Adaptation Fund and its stakeholders to understand intersectional approaches, the value addition of using an intersectional approach to gender mainstreaming in adaptation-relevant interventions, as well as emergent (good or best) practices, lessons learnt and recommendations for applying an intersectional approach in developing and implementing adaptation-relevant interventions.

50. The secretariat continued to collaborate with other partner organizations on gender mainstreaming work. A member of the secretariat spoke at the event entitled "Gender-Just Climate Finance: from Barriers to Actionable Solutions" held in hybrid format in Glasgow, Scotland, at the margins of the COP 26 and introduced the Fund's gender work, its approaches to gender integration in concrete adaptation projects and the Fund's available funding windows for gender and exchanged views with other Panel discussants. The secretariat was invited to contribute to the formative evaluation process of the UN Women's work in the area of climate change.

Resource mobilization

51. The Fund has continued to be very active in its effort to support activities related to resource mobilization both at the communication level and at a policy level. The secretariat has continued to have bilateral conversations with potential and existing contributors.

52. The Board at its thirty-sixth meeting (March 2021), requested the secretariat, in consultation with the Resource Mobilization Task Force, to prepare a draft resource mobilization strategy for the period 2021– 2024 and a draft resource mobilization action plan and present them

² Available in English, French and Spanish at <https://www.adaptation-fund.org/document/guidance-document-implementing-entities-compliance-adaptation-fund-gender-policy-2/>

³ Available at <https://www.adaptation-fund.org/document/guidance-document-implementing-entities-compliance-adaptation-fund-gender-policy-2/>

⁴ Available at https://www.adaptation-fund.org/wp-content/uploads/2022/02/AF-Final-Version_clean16Feb2022.pdf

to the Board for its consideration at its thirty-seventh meeting (Decision B.36/36). The demand for support from the Adaptation Fund is high and is growing. The need of funding will increase as the country cap (the amount of funding that each country can access) has increased from 10 million to 20 million (Decision B.36/41). In April 2021, the Board also decided to enable the accreditation of up to two NIEs per country for eligible developing-country Parties (Decision B.36/42). At its thirty-seventh meeting, the Board took note of the Draft Resource Mobilization Strategy 2021-2024 (document AFB/B.37/4). The strategy lays out the current financial situation of the Fund, provides an overarching strengths, weaknesses, opportunities and threats (SWOT) analysis of the Fund's ability to mobilize resources, and builds on the SWOT analysis to define a framework for raising resources. Based on the defined framework an overarching resource mobilization strategy has been developed to guide the Adaptation Fund in its fund raising efforts and to support a Board decision in setting resource mobilization targets for the 2021-2024 timeframe. The Secretariat will submit an updated Draft Resource Mobilization Strategy for the period 2021– 2024 (AFB/B.38/6 Add.1) and a Draft Resource Mobilization Action Plan (AFB/B.38/6 Add.2) to the Board for its consideration at its thirty-eight meeting.

53. To that end, the secretariat developed a survey to seek input from key stakeholders of the Adaptation Fund, including, the Adaptation Fund Board, relevant UN agencies, NGO Network and civil society to develop a revised Mobilization Strategy and associated Action Plan that aligns with the Fund's [Medium-Term Strategy \(MTS\)](#).

54. The secretariat liaised with the United Nations Foundation (UNF) to transfer the financial donations received through the UNF's private donation route ("Donate Button").

55. The Fund has also been liaising with the UK Presidency of COP26 on the organization of the 2021 AF Contributor Dialogue to be held during the COP26 in Glasgow with the aim to build on the successful co-hosting of the 2020 virtual Contributor Dialogue by the Governments of the UK and Chile. The Adaptation Fund held its annual Contributor Dialogue on 8 November 2021, at the COP26, and received a record-shattering US\$ 356 million in new support from contributing national and regional governments announced at the dialogue and over the next days. A record 16 donors announced new pledges for the Fund. The Fund's previous annual resource mobilization record was US\$ 129 million, which it reached three years ago at COP24 in Katowice, Poland.

Ad Hoc Complaint Handling Mechanism

56. The secretariat has not received any eligible complaint during this reporting period.

Personnel

AFB Secretariat

57. Ms. Divya Joy, Short-Term Consultant, joined the secretariat for communications support on 8 November 2021, replacing Ms. Regina Ilona Harlig, Short-Term Consultant, who resigned from the same position.

58. Mr. Farayi Madziwa, Readiness Programme Coordinator, started a six-month development assignment with a World Bank unit in January 2022 on a part-time basis with a possible extension of another six months.

59. Ms. Graciela Cecilia Hjar Santibanez, Short-Term Consultant, joined the secretariat for gender support on 28 February 2022.

60. Mr. Ofumilayo Fewo Olympio, Short-Term Temporary, joined the secretariat for administrative support on 21 March 2022.

Annex I: Activities of the secretariat (From 1 July 2021 to 30 June 2022 – FY22)**Meetings and Work Organization**

Activity	Dates/Time frame
Preparation and consideration of the draft report to CMP 17	July - August 2021 [Completed]
Organization of the thirty-seventh Meeting of the Adaptation Fund Board, Bonn, Germany, including consideration of the draft addendum to the report to CMP 17	19 - 21 October 2021 [Completed]
UN Climate Change Conference (COP26/CMP16/CMA5), Glasgow, UK	31 October - 13 November 2021 [Completed]
Proposal of FY23 workplan and budget	January - March 2022 [Ongoing]
Organization of the thirty-eighty Meeting of the Adaptation Fund Board	14-18 March 2022
Bonn Climate Change Conference	June 2022
Meetings of the Green Climate Fund Board (Three times a year)	4 - 7 October 2021 16-19 March 2021
Meetings of the Adaptation Committee (Two times a year)	7-10 September 2021
Meetings of the Standing Committee of Finance (Three times a year)	Technical Stakeholders Dialogue, 2 September 2021 [Attended] 12 – 14 October 2021, Bonn, Germany (Hybrid)

Medium-Term Strategy

Activity	Dates/Time frame
Medium-term strategy (5-year work programme from 2018 to 2022) - Implementation of the medium-term strategy - Development of elements and options for the next medium-term strategy (from 2023 to 2027), including by soliciting inputs through open and inclusive stakeholder consultations	Throughout FY22 January to June 2022

Resource Mobilization

Activity	Dates/Time frame
Review of the Resource Mobilization (RM) Strategy and Action Plan	July - October 2022 [Ongoing]

Establishment of the RM Section in the AF Website	July 2021 - June 2022 [Ongoing]
RM Dialogues with Parties	July 2021 - June 2022 [Ongoing]
Participation in resource mobilization related workshops	July 2021 - June 2022 [Ongoing]

Projects and Programmes

Activity	Dates/Time frame
Completion of the intersessional project and programme proposal review cycle	July 2021 [Completed]
Review of and decisions on project and programme proposals for the thirty-seventh Meeting of the Adaptation Fund Board	August - October 2021 [Completed]
Review of and decisions on project and programme proposals for the thirty-eighth Meeting of the Adaptation Fund Board	January - March 2022 [Ongoing]
Intersessional review of and decisions on project and programme proposals	April - June 2022
Support on innovation programming: Small grants for NIEs, MIE Aggregator, Innovation large projects. Support includes training/webinars and knowledge products customized to support NIEs and others in submissions of projects (small grants and large projects for innovation)	Throughout FY22

Accreditation

Activity	Dates/Time frame
Accreditation review support	Throughout FY22 [Ongoing]
Accreditation Panel field visit to IE applicants	TBC
36th meeting of the Accreditation Panel	1-2 September 2021 [Completed]
37th meeting of the Accreditation Panel	2 February 2022 [Completed]

Result Based Management

Activity	Dates/Time frame
Review of Project Performance Reports (PPRs). - Up to the day of the development of this report, nine PPRs were received and cleared by the secretariat.	Throughout FY22 [Ongoing]
Review of project change request - Up to the day of the development of this report, eleven requests were received by the secretariat (four related to project major changes and seven related to project no-cost extensions)	Throughout FY22 [Ongoing]
Project Monitoring Missions (2 per fiscal year - virtual and on-site – if feasible)	Throughout FY22 [Ongoing]

- One virtual PMM conducted in Seychelles. Due to COVID19 travel restrictions, no on-site PMM has been organized.	
Production of the user-friendly version of the Annual Performance report (following approval of APR FY2021 at the AFB37) and production of the Annual Performance Report in multiple languages - The APR FY21 has been published in FR, SP and EN languages.	November – December 2021 [Completed]
Enhancement of FIF platform including online submission of PPR - The PPR online submission module has been completed and testing expected to start before end FY21.	Throughout FY22 [Ongoing]

Communications

Activity	Dates/Time frame
Publication of 2-3 written project stories focused on successful or innovative projects; support to blogs, video scripts and other writing projects	Ongoing throughout year; [underway; 2 project stories completed; 5 Flickr photo sharing albums developed]
Updates of AF and Direct Access flyers and briefing notes, facilitate development of social media cards	Updates twice/year: November 2020 and April 2021; [flyers on direct access, AF overall, and briefing note developed/updated]; multiple event flyers and social media cards developed; special postcards for COP developed].
Produce 15-20 press releases on AF news stories and timely program updates; Publication of 2-4 E-newsletters summarizing AF's key stories, media and social media; and Support periodic development of blogs, and web postings, and video postings	Ongoing throughout FY22 (Periodically); [2 e-newsletters produced, 8 press releases and 4 videos produced.]
Write occasional speeches or talking points for key AF leadership appearances, share these to TP presentation template archive for potential use by other staff	Ongoing throughout FY22, particularly during key events; [TP sets and templated produced.]
Production of approx. 2-4 videos on timely themes; and Production of 2-4 thought leadership podcasts on key AF themes	Throughout FY22; [2 videos on COP26 developed (1 long, 1 short); 5 podcasts developed and disseminated on

	various timely AF themes.]
Readiness and knowledge management and MTS communications support; press releases, video and/or SM coverage of key readiness, learning or MTS programs or events	Periodically; [videos and promotion of events, photos taken and posted on social media.]
Media Relations: outreach and ongoing communications with reporters, including drafting of talking points and facilitating interviews, developing risk communications when needed, responding to interview requests, updating media lists; (Sharing AF stories from media and IEs)	Throughout FY22 [Ongoing with higher volume during COP period; many media interviews facilitated during the COP26 period and afterwards.]
Planning and implementation of COP 26 communications-related events, such as the COP mini website, develop campaign themes, designs/posters for exhibit, media and/or video events, talking point template, timely social media, photos and news releases	July – November 2021 [Pavilion organized and implemented; mini-website developed and implemented; materials such as pins, and postcards developed and disseminated]
Social Media: frequent posts to Twitter 3-5 times a day; Facebook 3-5 times a week, LinkedIn 2-4 times a week, create 3-4 Flickr photo albums a year; review social media and website google analytics periodically	Throughout FY22; [Ongoing]
Climate Home News sponsored content arrangement to increase AF engagement and reach—CHN has total of 5 million followers on web and Social Media (SM), with a core audience composed of climate negotiators and international organizations interested in climate change <ul style="list-style-type: none"> - Four 800-word articles with photos or multimedia and graphics included about AF's work; produced by and disseminated on Climate Home News website and social media channels; - AF logo on website; - Five-minute video interview on Climate Change TV at COP 26 (November 2021); - Republication of short AF videos on SM 	Throughout FY22; [underway, 1 story produced; 1 video produced; 2 stories in progress]
Update and maintenance of AF website with focus on keeping content fresh, relevant and user-friendly for mass audiences, Constant Contact, SM and website upkeep costs	Ongoing;
Help maintain relationships with communications colleagues among AF partners, AF NGO Network, and other relevant entities; amplify AF's key messages and stories through these networks; develop joint stories and releases as opportunities arise	Ongoing;
Integrate key messaging around creation of AF 20 years ago under COP with explanation that AF launched in 2007 and celebrated its 10 th anniversary in 2017; related light support	During calendar year 2021; [integrated into COP

	website and materials during COP]
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Knowledge Management

Activity	Dates/Time frame
Publication showcasing best practices/case studies/lessons learned from IEs on key project knowledge: 2 publications <ul style="list-style-type: none"> - Publication 1: The Role of transboundary adaptation interventions in strengthening resilience to climate change - Publication 2: Lessons learned from virtual Project Monitoring Mission in the Seychelles 	March 2022 November 2021
Organization of events where findings from projects are presented <ul style="list-style-type: none"> - Organization of event on locally led adaptation with participation of AF NIEs (COP26) - Presentation at “Pathways to finance – challenges and opportunities for accessing finance for locally led adaptation” (COP26) - Organization of collaborative event with International Institute for Environment and Development (IIED) and World Resources Institute (WRI) on “putting money where it matters” (COP26) - Presentation at Event for Nature Day organized by International Institute for Environment and Development (IIED) and cohosted by Farm Africa and Tree Aid on Nature-based solution (Nbs) (COP26) - Panelist at “Leveraging the power of forests and trees for climate resilience” organized by Food and Agriculture Organization (FAO) & Center for International Forestry Research (CIFOR)-International Center for Research in Agroforestry (ICRAF) (COP26) - Organization of collaborative event with Paris Committee on Capacity Building (PCCB) on “Enhancing climate finance access for adaptation in the context of COVID-19: Lessons from the Adaptation Fund portfolio” (COP26) - Organization of collaborative event with L’Institut de la Francophonie pour le développement durable (IFDD) on “Accès au financement climatique pour l’adaptation - nouvelles opportunités de financement dans le cadre de la stratégie à moyen terme du Fonds d’Adaptation” (COP26) - Panelist at COP26 Resilience Frontiers event: Nurturing Adaptation Innovation Clusters (roundtable) (COP26) - Panelists at “Discuss achievements and lessons learnt of the Adaptation Fund Colombia-Ecuador regional project” organized by the World Food Programme (WFP) (COP26) - Panelist at “Koronivia Experts Dialogue on Channels to Unlock Climate Finance for Adaptation and Resilience in Agriculture” (COP26) - Panelist at “Enhancing Adaptive Capacity of Andean Communities through Climate Services (ENANDES)” Regional Project Panel Presentation organized by the Institute of Hydrology, Meteorology and Environmental Studies of Colombia (IDEAM) (COP26) 	COP26 (Nov 2021 Glasgow)

<ul style="list-style-type: none"> - Panelist at “Addressing Climate Adaptation through Strengthening Health and Protection Systems” (COP26) - Masterclass on “Do No Harm”: Principles for Designing Adaptation Projects that Safeguard Communities and the Environment” (Adaptation Futures - virtual) 	Adaptation Futures (September 2021, hybrid format)
Learning grants, reviewing proposals and preparation of Board documents	AFB37 (Oct 2021) [Completed] and AFB38 (March 2022)
Publication capturing lessons learned from streamlined accreditation <ul style="list-style-type: none"> - TOR prepared and consultant hired 	April 2022 [Currently in progress]
Publication capturing and integrating knowledge from readiness and capacity building produced and disseminated <ol style="list-style-type: none"> 1. Country exchange with NIEs around a certain theme/sector 2. Virtual training course for project scale-up grants 3. Participation in Readiness webinar 	December 2021 April 2022 October 2021 and March 2022 [Ongoing]
Publication on Lessons learned/case studies/best practices produced on key project knowledge in collaboration with IEs, academia <ul style="list-style-type: none"> - Lessons learned from youth engagement in climate change adaptation, including case studies from AF portfolio 	May 2022
Publication on specific adaptation issue in collaboration with learning institution (2 publications) <ol style="list-style-type: none"> 1. Lessons learned from scalability of Fund projects and programs, including case studies from AF portfolio 	May 2022
General collaboration with partners through participation at events and awareness raising activities	Throughout FY22 [Ongoing]

Gender

Activity	Dates/Time frame
Update/Development of Gender related AF documents such as <ol style="list-style-type: none"> (1) Guidance Document for IE on GP Compliance (2) Guidance Doc for IEs on ESP Compliance (3) Methodologies for Reporting AF Core Impact Indicators (4) Gender Score Card Guidance document (5) Initial Gender Assessment tool & Gender mainstreaming checklist in project preparation (6) Guidelines on how to develop data baseline against which results of gender responsive approaches and actions can be measured (7) Design and selection of SMART gender-responsive indicators and results monitoring arrangements 	July 2021- June 2022 [(1) and (4) started in August 2021 and are expected to be completed by June 2022]
Implement, Track and Monitor implementation of updated GP and GAP	Throughout FY22

Analysis of gender-related lessons learned through the PPR submitted yearly, mid-term evaluation reports and project completion reports by the IEs and produce outcome documents	Throughout FY22 [Expected to start upon the completion of the gender score card]
Gender Trainings: (1) for Board, (2) for the secretariat /or (3) for NIEs (or IEs)	2 training are expected to be held between late March-June 2022
Gender session in the AF readiness events	Throughout FY 22
Expanding Gender Partnership network and participating in/co-hosting Gender-related collaborative activities, learning/knowledge exchanges and international events on gender and climate change	Throughout FY 22 [Ongoing]
Providing gender support related to the Evaluation Framework in line with the Updated Gender Policy	July - March 2022 [Ongoing]
Regular reporting to the Board on the implementation of the updated Gender Policy and Action Plan through (1) Secretariat's activities report; (2) annual performance report (APR) and (3) CMP/CMA Report	Throughout FY22 [Ongoing]
Active communication of the Fund's commitment to gender equality and women's empowerment, its updated gender policy and action plan as well as Fund's experiences and lessons learned on gender	Throughout FY 22 [Ongoing]

Readiness Programme

Activity	Dates/Time frame
Accreditation webinar	15 July 2021 [Completed]
Readiness grants launch and review (TA, S-S cooperation and possibly readiness package support grants depending on Board Decision)	Twice a year: July - Dec 2021; and March - June 2022 [Ongoing]
Project scale-up grant review	Review and submission at AFB 37 (Oct 2021) and AFB38 (April 2022). [Ongoing]
2021 annual climate finance readiness seminar for accredited national implementing entities	3-5 Aug 2021 [Completed]
Readiness package (accreditation and re-accreditation) workshop. This could also involve engaging ex- accreditation Panel members to support candidate entities navigate challenging accreditation gaps	9 Sept 2021 [Completed]
Workshop focused on innovation in adaptation. Content to include discussing online training material on innovation, preparation of proposals for the two innovation grants under the AF and other relevant content identified by innovation team. Target audience will be all AF accredited IEs and DAs	22-23 Nov 2021 [Completed]

Activity	Dates/Time frame
Adaptation Fund Readiness Webinar #13 (Webinar on Enhancing Access to Climate Finance under the AF new Funding Windows)	9 Dec 2021 [Completed]
Cross-learning webinar between AF IEs (NIEs, RIEs and MIEs)	Expected to be held on 29 March 2022
Accreditation workshop to provide guidance on what candidate entities are to expect in navigating AF accreditation process and discussing 4 accreditation criteria, with emphasis on compliance with AF Environmental and Social Policy and Gender Policy, Anti-Money-Laundering/Countering the Financing of Terrorism (AMLCFT), internal control framework, AF accreditation guideline documents and clinic sessions	Expected to be held in Apr 2022
Guidance document or other capacity-building product to complement online training on innovation. Product to focus on AF and relevant stakeholder experience funding innovation through the two innovation windows. Product to be presented to Board at AFB38 for note and subsequent circulation widely through AF and partner distribution lists	Throughout FY 2022 [Ongoing]
Adaptation Fund Readiness Webinar #14 (Topics to include AF implementation of COVID response policy; AF funding windows)	7 April 2022
Country exchange with NIEs to provide additional technical support during project/programme implementation.	Expected to be held in June 2022 (Delay due to Covid-19)
Accreditation webinar	18 May 2022
Workshop on Enhanced Direct Access (EDA). (Possible joint hosting with GCF)	28-30 June 2022
3 issues of bulletin by providers of readiness support	Quarterly (Aug and Dec 2021 and April 2022)
Translations of AF Accreditation and Project tools and guidance documents to support their enhanced usability.	2 accreditation and 2 project documents translated into French and Spanish twice a year, in July 2021 and in January 2022.
Capacity-building activities with AF Climate Innovation Accelerators (AFCIAs) to support NIE capacity in conceptualizing innovation under the AF, innovation under the AFCIAs and aligning baseline for innovation projects to take off.	Throughout FY22
Support for community of practice workplan implementation.	Throughout FY22 [Ongoing]
General cooperation with partners – (participation at each other’s events, awareness raising etc.) – SBs attendance, COP26, other international forums as necessary. Includes public and private partnerships and collaborations to support project development for scale up and innovation.	Throughout FY22 [Ongoing]

Activity	Dates/Time frame
Need to establish at least 1 partnership and collaboration for project scaling-up per year.	
RBM for all readiness projects including M&R	Throughout FY22 [Ongoing]