



## ADAPTATION FUND

AFB/B.40/2  
19 March 2023

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Adaptation Fund Board  
Fortieth meeting  
Bonn, Germany, 23-24 March 2023

### ANNOTATED PROVISIONAL AGENDA

#### 1. Opening of the meeting

The outgoing Chair of the Adaptation Fund Board (Board), Mr. Albara Tawfiq (Saudi Arabia, Asia-Pacific) will open the meeting.

#### 2. Election of outstanding officers

Background: The Board, at its thirty-ninth meeting, elected Mr. Antonio Navarra (Italy, Western European and Others) as the Chair of the Board, Mr. Michai Robertson (Antigua and Barbuda, Small Island Developing States (SIDS)) as the Chair of the Ethics and Finance Committee (EFC), Mr. Matthias Bachmann (Switzerland, Annex I Parties) as the Vice-Chair of EFC, Ms. Fatou Ndeye Gaye (The Gambia, Africa) as the Vice-Chair of the Project and Programme Review Committee (PPRC), and Ms. Patience Dampsey (Ghana, Africa) as the Chair of the Accreditation Panel (AP). The Board, during the intersessional period between its thirty-ninth and fortieth meetings, elected Mr. Kevin Adams (United States of America, Annex I Parties) as Vice-Chair of the AP. The Board has been invited to further elect the Vice-Chair of the Board and the Chair of the PPRC during the intersessional period. In addition, the Board membership of Mr. Matthias Bachmann (Switzerland, Annex I Parties) who was elected as the Vice-Chair of the EFC earlier was not confirmed before the fortieth meeting of the Board. Therefore, the Board may want to consider electing another member or alternate as the Vice-Chair of the EFC.

Action expected: The Board will be invited to elect the Vice-Chair of the Board, the Chair of the PPRC, and, if applicable, the Vice-Chair of the EFC, for the period of office starting at the fortieth meeting.

Board	Chair	Mr. Antonio Navarra (Italy, Western European and Others)
	Vice-Chair	[To be elected]
EFC	Chair	Mr. Michai Robertson (Antigua and Barbuda, SIDS)

	Vice-Chair	Mr. Matthias Bachmann (Switzerland, Annex I Parties) [Not a member of the Board – a new Vice-Chair possibly to be elected]
PPRC	Chair	[To be elected]
	Vice-Chair	Ms. Fatou Ndeye Gaye (The Gambia, Africa)
AP	Chair	Ms. Patience Dampsey (Ghana, Africa)
	Vice-Chair	Mr. Kevin Adams (United States of America, Annex I Parties) (Intersessionally elected)

### 3. Transition of the Chair and Vice-Chair

Background: The Board has elected Mr. Antonio Navarra (Italy, Western European and Others) as the Chair of the Board and been invited to elect its Vice-Chair for the period of office starting at the fortieth meeting intersessionally.

Action expected: The outgoing Chair and Vice-Chair will hand over the Board Chairmanship to the incoming Chair and Vice-Chair, respectively.

### 4. Organizational matters:

#### a) Adoption of the agenda

Documents: AFB/B.40/1, Provisional agenda and AFB/B.40/2, Annotated provisional agenda.

Action expected: The Board will be invited to adopt the agenda of the meeting and to raise any other matters it may wish to discuss, to be included on the agenda under item 18.

#### b) Organization of work

Document: AFB/B.40/2, Annotated provisional agenda.

Background: The Chair will propose to the Board the organization of work, in accordance with the Provisional timetable attached to document AFB/B.40/2.

### 5. Report on activities of the Chair

Document: AFB/B.40/Inf.5, Report of the activities of the Chair.

Background: The outgoing Chair of the Board, Mr. Albara Tawfiq (Saudi Arabia, Asia-Pacific), will report on the activities carried out during the intersessional period.

Action expected: The Board will be invited to take note of the report.

### 6. Report on activities of the secretariat

Document: AFB/B.40/3, Report on the activities of the secretariat.

Background: The Manager of the secretariat will present the report contained in document AFB/B.40/3.

Action expected: The Board will be invited to take note of the report.

## **7. Accreditation related matters**

### **a) Report of the Accreditation Panel**

Documents:

- AFB/B.40/4, Report of the thirty-ninth Meeting of the Accreditation Panel
- AFB/B.40/4/Add.1, Addendum to the report of the thirty-eighth meeting of the accreditation panel [Confidential]
- AFB/B.40/4/Add.2, Accreditation Panel Note to the Board regarding the re-accreditation application of NIE034 [Confidential]
- AFB/B.40/4/Add.3, (Re-)accreditation status of NIE XX [Confidential]

Background: The Chair of the Accreditation Panel will present the Panel's report to the Board. The report contains information on the status of accreditation and re-accreditation applications which are under Panel's review and other issues related to the accreditation and reaccreditation process.

Action expected: The Board will be invited to take note of the Report of the Accreditation Panel and to consider and decide on the recommendations of the Accreditation Panel. The Board will also be invited to consider Confidential addenda AFB.40/4/Add.2 and AFB.40/4/Add.3 and decide on the recommendations of the Panel regarding the re-accreditation application of NIE034, and the (re-) accreditation status of NIE XX.

### **b) Report on the implementation of the Top-Level Management Statement** (partially closed for observers)

Documents:

- AFB/B.40/12, Report on the implementation of the Top-Level Management Statement.
- AFB/B.40/12/Add.1, Report on the implementation of the Top-Level Management Statement [Confidential].

Background: The Chair of the Board will invite the secretariat to report on the status of the implementation of the Top-Level Management Statement (TLMS).

Action expected: The Board will be invited to take note of the information contained in documents AFB/B.40/12 and AFB/B.40/12/Add.1, including the draft recommendation and the alternate and revised TLMS template, and decide on a course of action accordingly.

**8. Report of the thirty-first meeting of the Project and Programme Review Committee (PPRC) on:**

Document: The PPRC will issue its report after its thirty-first meeting, which will take place on 21-22 March 2023.

Background: The Chair of the PPRC will present the PPRC report to the Board. The report contains recommendations on:

- a) Report of the secretariat on initial screening/technical review of project and programme proposals;
- b) Report of the secretariat on initial screening/technical review of enhanced direct access project proposals;
- c) Report of the secretariat on initial screening/technical review of large innovation project proposals;
- d) Report of the secretariat on initial screening/technical review of innovation small grant project proposals;
- e) Report of the secretariat on initial screening/technical review of learning grant proposals;
- f) Request for change in project implementation arrangements;
- g) Review of the Expressions of Interest to join the Adaptation Fund Climate Innovation Accelerator (AFCIA) partnership;
- h) Operational policy for the implementation of the AFCIA modality;
- i) Options for further supporting the work of the PPRC;
- j) Report of the secretariat on the Intersessional Review Cycle for Readiness Grants;
- k) Assessment for extending the role of intermediary for the Readiness Package Grant;
- l) Innovation project design elements and risk;
- m) Principles and draft Terms of Reference for the advisory body for innovation;
- n) Annually-determined funding provisions (FY24).

**9. Report of the thirty-first meeting of the Ethics and Finance Committee (EFC) on:**

Document: The EFC will issue its report after its twenty-ninth meeting, which will take place on 21-22 March 2023.

Background: The Chair of the EFC will present the EFC report to the Board. The report contains recommendations on:

- a) Financial issues;
- b) Report of the Chair of the Technical Evaluation Reference Group;
- c) Management response to the key findings of the Thematic Evaluation of the Adaptation Fund's experience with innovation conducted by the Technical Evaluation Reference Group of the Adaptation Fund;
- d) Update on implication of the fiduciary issues related to the United Nations Development Programme
- e) Temporary measures taken as a response to the COVID-19 pandemic;
- f) Request for a revision of legal agreement.

**10. Implementation Plan for the Medium-Term Strategy of the Fund for the period 2023 - 2027**

Document: AFB/B.40/5, *Draft implementation plan for the Medium-Term Strategy of the Fund for the period 2023 – 2027.*

Background: At its 39<sup>th</sup> meeting, the Board adopted the medium-term strategy for 2023 – 2027 contained in annex 2 to document AFB/B.39/5/Rev.2; (Decision B.39/61). As part of this decision, the Board also requested the secretariat to prepare, under the guidance of the MTS 2023–2027 task force, a draft implementation plan for the MTS 2023–2027, for consideration by the Board at its fortieth meeting.

Action expected: The Board will be invited to consider and adopt the draft implementation plan for the medium-term strategy 2023-2027, contained in Annex 1 to Document AFB/B.40/5, and to decide on any additional course of action regarding the matter.

**11. Issues remaining from the earlier meetings:**

- a) Strategic discussion on objectives and further steps of the Fund. Potential linkages between the Fund and the Green Climate Fund**

Document: AFB/B.40/6, *Update on strategic discussion on objectives and further steps of the Fund: potential linkages between the Fund and the Green Climate Fund.*

Background: 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.40/6). With the Board Chair, the secretariat will provide the Board with (i) A report on the progress made in the activities undertaken since the last update presented at the thirty-eighth meeting of the Board; and (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). Among other activities conducted under this collaboration framework between the Fund and GCF, the report highlights (1) the sixth annual dialogue of climate delivery channels that took place on 15 November 2022 at the GCF-GEF Pavilion in Sharm el-Sheikh, Egypt on the margins of the twenty-seventh meeting of the Conference of Parties (COP27), (2) (4) a progress report on the implementation of the pilot scaling-up approach between the Fund and the GCF, (3) an update on the ongoing discussion between the Fund and GCF on supporting the community of practice of direct access entities (CPDAE) and the on fast track (Re) accreditation issues. The Chair and the secretariat will present the progress made in these activities contained in document AFB/B.40/6.

Action expected: The Board will be invited to take note of the information presented and decide on a course of action regarding the matter.

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

Document: AFB/B.40/7, *Options for a policy or guidelines to further enhance civil society participation and engagement in the work of the Board.*

Background: At its thirty-ninth meeting, the secretariat presented a document on options for a policy or draft guidelines to further enhance civil society participation and the Board decided to request the secretariat to draft the vision and guidelines for enhanced civil society engagement based on the draft outline presented in table 1 of document AFB/B.39/8 and reflecting the discussion at the thirty-ninth meeting of the Board. Pursuant to Decision B.39/64, the secretariat will present the draft vision and guidelines for enhanced civil society engagement and a compilation of the remaining items for consideration by the Board.

Action expected: The Board will be invited to consider the information presented by the secretariat and decide on a course of action regarding the matter.

**c) Objectives and indicators for innovation aspects of projects**

Document: AFB/B.40/11, *Update on the piloting of the use of the innovation indicators*

Background: The Adaptation Fund Board, through its decision B.35.b/8, requested the secretariat to develop specific objectives and indicators for the innovation aspects of the large innovation projects. At its thirty-seventh meeting, the Board decided, via Decision B.37/39 (c), to request the secretariat 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. Pursuant to decision B.37/39, the document provides a report on the progress and status of the use of the innovation indicators, including options for defining duration for piloting innovation indicators and considerations for any proposed amendments to the Fund's Strategic Results Framework (SRF). Owing to a lack of time, the Board did not take up this agenda item at its thirty-ninth meeting.

The secretariat will therefore present Document AFB/B.40/12, *Update on the piloting of the use of the innovation indicators*.

Action expected: The Board will be invited to take note of the information presented and decide on a course of action regarding the matter.

#### **d) Resource mobilization target**

Document: None.

Background: At the thirty-ninth meeting of the Board, the secretariat presented the Resource Mobilization Strategy (AFB/B.39/6/Add.1/Rev.1) and Action Plan (AFB/B.39/6/Add.2/Rev.2) for the period 2022– 2025. Following the presentation, the Board went into a closed session to pursue its discussion on the matter. Following the discussion in the closed session, the Board approved the Resource Mobilization Strategy and Action Plan. However, the Vice-Chair reported that the Board had been unable to agree on a resource mobilization target.

Action expected: The Board will be invited to take note of the information presented and decide on a course of action regarding the matter.

#### **e) Organizing meetings outside of Germany**

Document: AFB/B.40/9, *Diversification of meeting venues*.

Background: At its thirty-ninth meeting, the Board decided: (a) to hold its thirty-ninth meeting from 21–24 March 2023; (b) To request secretariat to explore the feasibility of holding the forty-first Board meeting, scheduled from 10–13 October 2023, in the host country for the United Nations Climate Change Conference in conjunction with such meeting, to enable the Board to further consider the matter at its fortieth meeting or during intersessional period between the fortieth and forty-first meetings (B.40–B.41); (c) to continue considering the matter of diversification of meeting venues at its fortieth and forty-first meetings. As per Decision B.39/68, subparagraph (b), the secretariat has been exploring the feasibility of organizing Board meeting in the host country for the UNFCCC Conference, in consultation with the relevant stakeholders. The consultations are ongoing, and the secretariat will keep the Board updated on this matter to enable the Board to

further consider this matter during the intersessional period between the fortieth and forty-first meetings (B.40–B.41) as per decision B.39/68. The secretariat prepared document AFB/B.40/9 in response to Decision B.39/68 and present it to the Board for its consideration and action.

Action expected: The Board will be invited to discuss and decide on a course of action regarding the matter.

## **12. Carbon Footprint of the Fund.**

Document: AFB/B.40/Inf.6, *Carbon footprint of the Fund.*

Background: At its thirty-ninth meeting of the Board, when the Board was adopting its agenda for the meeting, a Board member requested the Board to discuss, under Other matters, the carbon footprint of the Fund's operations, and the Board agreed to do so. The Board agreed to pursue its discussion on the matter at its fortieth meeting, at which time the secretariat would provide relevant and available information such as, related to the emissions associated with the office space and travel of the secretariat and the travel of the Board, as well as elaborating on the challenges of calculating emissions for the projects. The secretariat will present an estimate carbon footprint of the Fund's operations, initiatives on carbon management as part of the World Bank administration, and the challenges of measuring the carbon footprint of the Fund's projects and programmes.

Action expected: The Board will be invited to take note of the information presented and decide on a course of action regarding the matter.

## **13. Issues arising from seventeenth session of the Conference of the Parties serving as meeting of the Parties to the Kyoto Protocol (CMP 17), the fourth session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA 4) and the twenty-seventh session of the Conference of the Parties (COP 27)**

Document AFB/B.40/8: *Decisions of CMP17, CMA4 and COP27 relating to the Adaptation Fund and the relevant matters to be considered by the Adaptation Fund Board.*

Background: At Sharm el-Sheikh Climate Change Conference a number of decisions relating to and/or referring to the Adaptation Fund were made by the CMP17, CMA4 and COP at its 27<sup>th</sup> session (COP27). These include: CMP17 decisions on *the Report of the Adaptation Fund Board for 2022, fourth review of the Adaptation Fund, and Guidance relating to the Clean Development Mechanism (CDM)*; CMA4 decisions on *Matters relating to the Adaptation Fund, Rules, Modalities and Procedures for the Mechanism Established by Article 6.4 of the Paris Agreement, Matters Relating to the Work Programme Under the Framework for Non-Market Approaches Referred to in Article 6.8 of Paris Agreement, Matters relating to the Least Developed Countries, and Sharm el-Sheikh Implementation Plan.*



Four matters are proposed to be considered by the Board at the fortieth meeting in response to decision by CMP17 and CMA4 relating to the Fund: (1) development of a policy on safeguarding against sexual exploitation and abuse and sexual harassment; (2) review and update of the Fund's Environmental and Social Policy; (3) a strategy on monetizing emission reductions under Article 6.4 of the Paris Agreement; and (4) arrangements for the Fund's transition from the Kyoto Protocol to the Paris Agreement. Decisions by CMP17, CMA4 and COP27 relating to or referring to the Adaptation Fund and providing their guidance, recommendation or mandate to the Board are contained in Annex to document AFB/B.40/8 together with the secretariat's proposal for actions to be taken by the Board in response to the respective decisions.

Action expected: The Board will be invited to consider and decide on a course of action regarding the matter.

#### **14. Knowledge management, communications and outreach**

Document: AFB/B.40/3, *Report on the activities of the secretariat.*

Background: The secretariat will report on its knowledge management activities and communication efforts since the thirty-ninth meeting of the Board.

Action expected: The Board will be invited to take note of the report.

#### **15. Dialogue with civil society organizations**

Document: AFB/B.40/Inf.4, *Agenda of the civil society dialogue.*

Background: The Board will hold another session of its ongoing dialogue with civil society organizations.

Action expected: The Board will be invited to take note of the conclusions of the dialogue.

#### **16. Date and venue of meetings in 2023 and onwards**

Document: None.

Background: The Board decided, at its thirty-eighth meeting, to hold its forty-first meeting on 10–13 October 2023. The Board is going to discuss, under agenda item 11 e), the topic of organizing meetings outside of Germany.

Action expected: The Board will be invited to confirm the schedule of meetings for 2023 and 2024.

#### **17. Implementation of the code of conduct**

Document: Code of Conduct and [Zero Tolerance Policy for the Board \(Adopted in October 2014\)](#)

Background: At its nineteenth meeting, the EFC underscored that all Board members and alternates should be aware of the code of conduct, the zero tolerance policy for fraud and corruption, and the procedure for reporting such issues to the EFC. Having considered the comments and recommendation of the EFC, the Board decided to address the item relating to the code of conduct as the last substantive item on its agenda at every Board meeting (Decision B.28/41).

Action expected: Board members and alternates can raise any issues related to the implementation of the code of conduct for deliberation by the Board. The Board will be invited to discuss any issues raised and make decisions as appropriate. The code of conduct and zero tolerance policy are available on the Fund's website.

#### **18. Other matters**

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

#### **19. Adoption of the report**

Action expected: The Board will be invited to adopt the decisions approved at its thirty-ninth meeting. The report of the thirty-ninth meeting will be finalized by the Chair with assistance of the secretariat and adopted during the intersessional period.

#### **20. Closure of the meeting**

The meeting will be closed by the Chair of the Adaptation Fund Board, Mr. Antonio Navarra (Italy, Western European and Others).

## PROVISIONAL TIMETABLE

All timetables are (UTC+01:00) Central European Time (Bonn, Germany).

### Organizing session: 21 March 2023

9:00 – 9:30	1	Opening of the meeting
	2	Election of the outstanding officers

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### Day 1: 23 March 2023

9:00 – 9:20	3	Transition of the Chair and Vice-Chair
	4 a)	Adoption of the agenda
	4 b)	Organization of work
9:20 – 9:30	5	Report on activities of the Chair
9:30 – 9:45	6	Report on activities of the secretariat
9:45 – 10:30	7 a)	Report of the Accreditation Panel
	7 b)	Report on the implementation of the Top-Level Management Statement (partially closed for observers)
10:30 – 10:50		<i>Coffee break</i>
10:50 – 11:40	18	Dialogue with civil society organizations
11:40 – 12:20	10	Implementation Plan for the Medium-term Strategy of the Fund for the period 2023 – 2027
12:20 – 14:00		<i>Lunch</i>
14:00 – 14:30	11 a)	Strategic discussion on objectives and further steps of the Fund: Potential linkages between the Fund and the Green Climate Fund
14:30 – 15:00	11 b)	Options to further enhance civil society participation and engagement in the work of the Board
15:00 – 15:30	11 c)	Objectives and indicators for innovation aspects of projects
15:30 – 15:50		<i>Coffee break</i>
15:50 – 16:20	11 e)	Organizing meetings outside of Germany
16:20 – 17:00	11 d)	Resource mobilization target (closed)

**Day 2: 24 March 2023**

9:00 – 9:10	1	Opening of the meeting
9:10 – 9:50	8	Report of the thirtieth meeting of the Project and Programme Review Committee (PPRC)
9:50 – 10:30	9	Report of the thirtieth meeting of the Ethics and Finance Committee (EFC)
10:30 – 10:50		<i>Coffee break</i>
10:50 – 11:20	13	Issues arising from seventeenth session of the Conference of the Parties serving as meeting of the Parties to the Kyoto Protocol (CMP 17), the fourth session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA 4) and the twenty-seventh session of the Conference of the Parties (COP 27)
11:20 – 11:50	12	Carbon footprint of the Fund
11:50 – 12:30	16	Date and venue of meetings in 2023 and onwards
12:30 – 14:00		<i>Lunch</i>
14:00 – 14:30	14	Knowledge management, communications and outreach
14:30 – 14:45	17	Implementation of the code of conduct
14:45 – 15:00	18	Other matters
15:00 – 15:30		(Remaining items from Day 1 if any)
15:30 – 16:00		<i>Coffee Break</i> (The secretariat to finalize the decision text)
16:00 – 17:00	19	Adoption of the report
	20	Closure of the meeting