



ADAPTATION FUND

IMPLEMENTATION OF B.44 APPROVED AMENDMENTS TO POST APPROVAL POLICIES

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Decision B.44/44

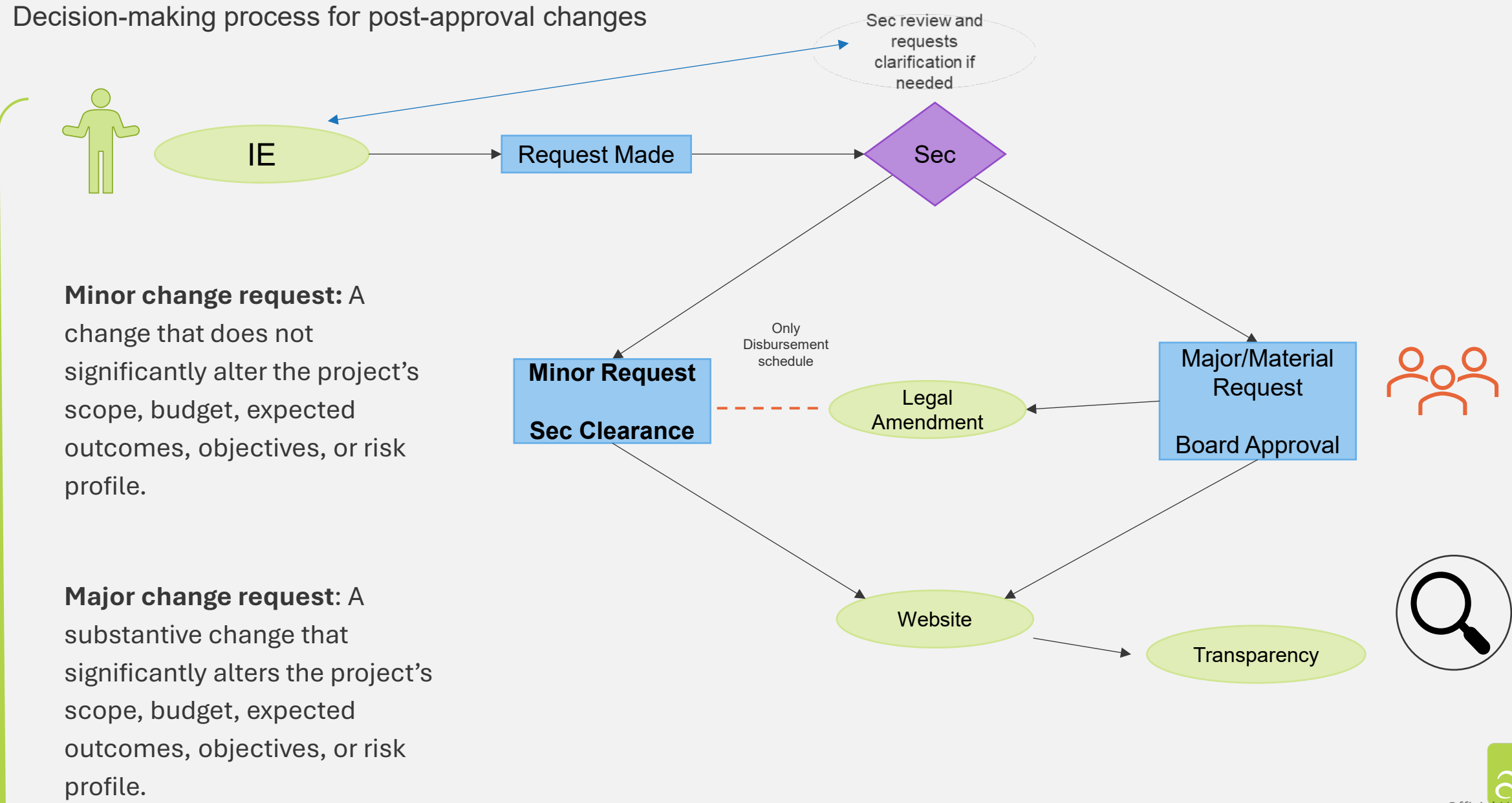
The Adaptation Fund Board decided:

- (a) To approve the Adaptation Fund's Policy on Project Post-Approval Requests for Changes in Projects/Programmes, as contained in document AFB/EFC.35/5, annex A, appendix I, including the related templates contained in annex D;*
- (b) To approve the Adaptation Fund's amended Policy for Project/Programme Delays, as contained in document AFB/EFC.35/5, annex A, appendix II, including the related templates contained in annex D;*
- (c) To request the secretariat to implement the action plan for the implementation of the amendments to the policies, in document AFB/EFC.35/5, annex C.*



How post approval decisions are to be processed

Decision-making process for post-approval changes



Project Implementation Policy

Summary of types of post-approval changes and decision process making process

Clear/ approve	Type of post-approval request	Process
Secretariat	Requests for revising project/programme results framework (minor at activity/output/outcome when project risk profile and scope not altered).	<ol style="list-style-type: none"> 1. IE to submit relevant documents as specified in the policy 2. Revision by the secretariat 3. Secretariat to inform the IE through letter officially clearing the project revision
	Project budget reallocations which are not material (less than 20%).	
	Minor changes to implementation arrangements (add executing partners to support EE)	
	Requests for direct project/programme services.	
	Revisions to project disbursement schedule.	
	Revision to project target sites (within approved project area that does not alter ESP risk levels)	
Board	Revisions to the project results framework (major at output/outcome level which alter project risk profile and scope).	<ol style="list-style-type: none"> 1. Documents submitted by IE as specified in the policy 2. Revision process by the secretariat 3. Submission to the Board for consideration and approval (intersessional or through regular Board meetings).
	Project budget reallocations which are material (equal or more than 20%).	
	Changes to the project site (requiring an updated environmental and social risk screening, outside of approved project location).	
	Major changes to implementation arrangement. (e.g. EE changes)	



Policy for Project/Programme Delays

Summary of types of post-approval changes and decision process making process

Clear/ approve	Type of post-approval request	Process
Secretariat	All project inception delays up to 12 months, provided that such delay would not lead/imply a major project change.	<ol style="list-style-type: none">1. IE to submit relevant documents as specified in the policy2. Revision by the secretariat3. Secretariat to inform the IE through letter officially clearing the project revision
	Delays related to submission of project performance reports (PPR)	
	Requests for no-cost extension of project completion date up to 18 months	
Board	Inception delays more than 12 months including any other delays that lead/implies a major project change.	<ol style="list-style-type: none">1. Documents submitted by IE as specified in the policy2. Revision process by the secretariat3. Submission to the Board for consideration and approval (intersessionally or through regular Board meeting)
	Inception delays beyond 18 months in exceptional cases	
	No-cost extension of project completion date beyond 18 months (cumulative)	



Action plan to implement policies revisions

THEME	EXPECTED ACTION	TIMELINE
Capacity building sessions/webinars for internal and external stakeholders	<p>Webinar session for IEs to provide guidance on the amendments made to the two post approval policies.</p> <p>In-person session for IEs (e.g. NIE seminar)</p> <p>Workshop for Secretariat (by RBM team).</p>	May –Sept. 2025
Socialization of standardized templates	<p>Socialize standardized templates for all post-approval requests (circulate policies via email and upload on website)</p> <p>Implementation of online submission process.</p>	<p>May -June 2025</p> <p>July – Dec. 2025</p>
Regular reporting	Implement a reporting mechanism where the Secretariat provides regular updates to the Board on all delegated approvals. This will ensure transparency and accountability.	Annually as part of secretariat activity reports to the Board
Development of a single comprehensive guidance for the two post approval policies	Create a single comprehensive guidance document to help stakeholders understand the scope and implications of the policy changes.	By end of 2025
Communication plan	Draft and circulate amended policy to IEs providing useful updates needed to create awareness.	May -June 2025

