



ADAPTATION FUND
Readiness Programme
for Climate Finance

2026 AF Manila Write shop Report

12-15 May 2026

Manila, Philippines



Acronyms and Abbreviations

ADB	Asian Development Bank
AF	Adaptation Fund
CBA	Community Based Adaptation
DA	Designated Authority
ESA	European Space Agency
ESP	Environmental and Social Policy
IE	Implementing Entity
LLA	Locally Led Adaptation
M&E	Monitoring and Evaluation
MTS	Medium term Strategy
NIE	National Implementing Entity
PFG	Project Formulation Grant
PPR	Project Performance Report
RIE	Regional Implementing Entity
SRF	Strategic Results Framework
TA	Technical Assistance

DAY 1

Introduction

The Adaptation Fund hosted a regional write-shop in the Asia-Pacific to facilitate access to two funding windows: Locally Led Adaptation (LLA) and Regular Projects. The write-shop took place from 12-15 May 2026 in Manila, Philippines on the margins of the 20th International Conference on Community-Based Adaptation to Climate Change (CBA20). The write-shop aimed to enhance national and regional implementing entity (NIE and RIE) capacity to develop high quality and fundable project and programme proposals under the AF regular and LLA funding windows. The write-shop was attended by 22 participants from 10 countries for a hands-on writing and knowledge sharing experience with practical case studies and guidance from AF staff.

Welcome Remarks

In his opening remarks at the 2026 Adaptation Fund Write-Shop in Manila, the Head of the Adaptation Fund, Mr. Mikko Ollikainen welcomed participants and expressed appreciation to the Government of the Philippines, and the Department of Environment and Natural Resources for their support and partnership. He underscored the Fund's commitment to locally led, inclusive, and community-driven adaptation, highlighting its medium-term strategy's focus on local action, innovation, learning, and readiness. Noting that the Fund has committed US\$1.6 billion to more than 220 projects benefiting over 65 million people worldwide, he emphasized the growing demand for adaptation finance and the importance of developing high-quality, country-driven proposals. He described the Write-Shop as a practical platform for refining project concepts, strengthening institutional capacity, sharing lessons, and enhancing access to Adaptation Fund resources, while encouraging participants to use the week as an opportunity for collaboration, learning, and impactful action.

Write shop Day 1 highlights (Aligning on goals, outputs, structure and drafting rationale and design elements): The welcome remarks were followed by an overview of the write shop's structure and objectives, delivered by the write shop moderator, Ms. Ishani Debnath, Climate Finance Specialist at AFB Secretariat. The sessions combined group discussions with practical, hands-on exercises in proposal development, organized around the Fund's LLA and regular funding windows. Participants explored the essential elements of constructing robust climate adaptation rationale and justification, including alignment with national strategies, priorities and policies, as well as LLA rationale and principles operationalization, including practical examples from the AF portfolio. This was followed by a guest presentation by the European Space Agency (ESA), focusing on how Earth observation data can support climate risk analysis, vulnerability mapping, and evidence-based proposal design. Technical writing sessions focused on identifying both challenges and opportunities in defining effective rationales, with participants beginning to develop their respective concepts or proposals. Final topic focused on operationalizing LLA through existing national and local programmes with participants learning on devolved decision-making, accountability, and aligning ongoing initiatives with AF requirements. Tailored guidance from Adaptation Fund staff enabled participants to develop robust, equitable, and context-specific adaptation rationales. The day concluded with structured brainstorming and facilitated proposal-writing exercises, laying a strong foundation for the more in-depth technical discussions and concept development that followed.

DAY 2

Write shop Day 2 highlights (Strengthen ESP compliance): Day two commenced with a recap of the previous day by Ms. Ishani Debnath and an introduction to the day's focus on compliance with the Fund's Environmental and Social Policy (ESP) and Gender Policy (GP). Led by Mr. Timileyin Oyebade and Mr. Andrew Hollander, Climate Change Analysts at AFB Secretariat, the sessions provided participants with comprehensive guidance on the application of the Fund's Environmental and Social Policy (ESP) requirements. Discussions focused on addressing common challenges related to data collection, the identification and reporting of triggered ESP

principles, and the development of appropriate risk mitigation measures. Participants received detailed instruction on completing the ESP identification table at the concept stage, including project categorization requirements and subsequent assessments to be undertaken during full proposal development. Through a combination of interactive group discussions, facilitated writing exercises, and expert feedback, participants strengthened their understanding of both ESP requirements and relevant national regulatory frameworks, including environmental impact assessment processes and building code standards.

DAY 3

Write shop Day 3 highlights (Improve coherence, structure and technical clarity related to GP compliance and cost-effectiveness): The third day focused on gender policy compliance highlighting gender assessment, stakeholder consultation, reporting requirements, Gender Action Plan, and integrating gender across proposal development. This was followed by discussion on cost effectiveness and the full cost of adaptation with participants being guided on understanding AF expectations and justifying adaptation costs. Led by Mr. Timileyin Oyebade, participants worked in groups to refine their proposals, ensuring clear budget justifications and adherence to Fund requirements on cost-effectiveness at different proposal development stages. Focused writing sessions addressed the incorporation of sustainability measures and the avoidance of duplication with existing initiatives.

DAY 4

Write shop Day 4 highlights (Integrating results, sustainability and finalization): On the fourth day, participants learned about sustainability and scale-up considerations and how to develop pathways for scaling impact. The session started with a panel session moderated by Ms. Ishani Debnath, and guest speaker Mr. Arghya Sinha Roy, Director of Climate Change and the Asian Development Bank (ADB). Participants had the opportunity to discuss scale up pathways with the ADB and other alternate financial pathways. This was followed by the session on the Revised Strategic Results Framework. Led by Ms. Cristina Dengel, Knowledge Management Coordinator, she highlighted the SRF indicators and requirements, indicator formulation and reporting expectations. The focused writing sessions centered on integrating monitoring and evaluation (M&E) frameworks, budgeting, and indicator selection in alignment with the AF (SRF). The intensive writing exercise enabled participants to consolidate their learning and refine their final project proposals. Group presentations in the plenary session fostered cross-learning and collaboration, reinforcing the value of peer review and collective problem-solving.

Closing Remarks

Ms. Ishani Debnath expressed appreciation for the active participation, collaboration, and constructive engagement demonstrated throughout the Write-Shop. She highlighted the value of peer-to-peer learning, knowledge exchange, and technical support in enhancing participants' understanding of the Adaptation Fund's funding windows and project development processes. Encouraging participants to build on the progress achieved during the week, she emphasized the importance of sustaining momentum and advancing project concepts into high-quality, impactful adaptation initiatives.

Delivering the closing remarks on behalf of the host country, Mr. John Narag, Adaptation Fund Board Member for the Philippines, reaffirmed the critical role of locally led adaptation in addressing climate vulnerabilities and building resilient communities. He highlighted ongoing efforts by the Department of Environment and Natural Resources to strengthen local ownership and empower communities to drive adaptation action on the ground. Mr. Narag also emphasized the importance of continued collaboration among implementing entities, peers, and vertical climate funds to foster knowledge exchange, leverage resources, and scale up effective adaptation solutions across the region.