



GREEN
CLIMATE
FUND

Report on Activities of the Secretariat - Addendum*

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* This Addendum contains the Progress Report on the Readiness and Preparatory Support Programme.

Report on Activities of the Secretariat - Addendum

Progress Report on the Readiness and Preparatory Support Programme

I. Introduction

1. The Progress Report on the Readiness and Preparatory Support Programme has been prepared in accordance with the guidance provided in Board decisions B.06/11 and B.08/11. The report covers the period from the eighth meeting of the Board (held on 14–17 October 2014) to 10 February 2015, and includes information on:

- (a) Results achieved under the programme and countries' state of readiness to access the Green Climate Fund (the Fund); and
- (b) Next steps for the implementation of the programme and expected results in 2015.

II. Results achieved under the programme and countries' state of readiness to access the Fund

2. The Board approved the modalities for the implementation of the readiness and preparatory support programme in decision B.08/11 at its eighth meeting, on 17 October 2014. In less than four months since the Board's decision, key results have been achieved in the activity areas approved by the Board, and the modalities for the operation of the programme have been put in place.

2.1 Key results in the activity areas

2.1.1 Activity area 1: Establishing and strengthening national designated authorities or focal points

3. In the reporting period covered in this report, a further 42 countries appointed their national designated authorities (NDAs) or focal points. As a result, 96 countries have now established their NDAs or focal points, of which 67 are from small island developing states (SIDS), the least developed countries (LDCs) or African States. The complete list of NDAs or focal points with the names of the agencies, contact persons and contact information is available on the Fund's website.¹

4. The Secretariat has established contact with all appointed NDAs or focal points, and provided more than 60 of them with one-to-one orientation sessions on their roles and responsibilities. These exchanges have taken place through telephone calls and in-person meetings.

2.1.2 Activity area 2: Strategic frameworks, including the preparation of country programmes

5. Several countries have been engaging in a dialogue with the Secretariat to establish strategic frameworks, including country programmes that identify strategic priorities for engagement with the Fund. These countries include Belize, Benin, the Democratic Republic of the Congo, the Dominican Republic, Ethiopia, Mali, Morocco, Namibia, Senegal and Togo.

¹ <http://www.gcfund.org/readiness/designations.html>.

6. Countries have indicated different needs in this area. While some of them have requested readiness support for the development of such strategic frameworks, others have requested that the Secretariat use existing strategies and plans that identify lists of potential projects and programmes. For example, Ethiopia has requested readiness and preparatory support to develop such a framework, while Dominica has requested that the Secretariat consider the list of programmes and projects derived from its Low-Carbon Climate-Resilient Development Strategy 2012–2020.

7. A number of countries have organized multi-stakeholder engagement workshops to consider the country's strategic engagement with the Fund, and requested the participation and support of the Secretariat. The Secretariat has participated in or supported such workshops in Bangladesh, Colombia, Cook Islands, the Dominican Republic, Indonesia, Kenya and Viet Nam.

2.1.3 **Activity area 3: Selection of intermediaries and implementing entities and support for accreditation**

8. Several entities have applied for accreditation under the direct access track, and others are in the process of doing so. At the request of countries, the Secretariat has been assisting 18 entities in preparing them to apply for accreditation under the direct access track, half of which are from SIDS, LDCs and African States.

9. The support provided to these entities included providing them with information on the accreditation process and requirements, advice on filling in the application form in the online accreditation system and the types of documents to be supplied as evidence, and, in some cases, also supporting the translation of relevant information required in the application.

10. In addition, the Secretariat has issued a request for proposals and is in the process of selecting a firm to support up to 15 potential implementing entities or intermediaries in assessing their institutional capacity for accreditation and to propose an action plan to meet the Fund's accreditation standards should countries choose to avail themselves of in-kind of support for potential implementing entities or intermediaries.

2.1.4 **Activity area 4: Initial pipelines of programme and project proposals**

11. A small number of countries and the entities they have identified to access resources from the Fund are also in the process of sharing lists of potential programmes and projects, and, in some cases, concept notes as a follow-up to outcomes of discussion on countries' strategic priorities. Thus far, the Secretariat has received project or programme lists from countries including Bangladesh, Dominica, Kenya, Morocco, Rwanda, Togo and Viet Nam.

2.1.5 **Activity area 5: Information sharing, experience exchange and learning**

12. In response to invitations from countries to participate in regional meetings, the Secretariat has been providing countries with information on the Fund. It has reached SIDS through participation in international meetings in the Marshall Islands and Seychelles, countries in the Latin American and Caribbean region through participation in a meeting in Mexico and St. Lucia, and countries in the Asian region through participation in a meeting in Thailand.

2.2 **Systems and processes developed for the operation of the programme**

13. Since the eighth meeting of the Board, the Secretariat has taken steps to put in place processes and systems to support the development of readiness proposals, review and endorse

such proposals, and disburse funding in an efficient and accountable manner in compliance with decision B.08/11.

14. The following documents have been developed to support the operation of the programme:
 - (a) A set of information documents, including an overview of the readiness and preparatory support programme, a list of frequently asked questions on the roles and responsibilities of NDAs and focal points, and a slide deck presentation showing how the Fund and the readiness and preparatory support programme will operate. Additionally, a user guide for NDAs and focal points summarizing Board decisions relating to their roles and responsibilities, including multi-stakeholder engagement, is under development. These documents and other information materials, including hand-outs, slides, newsletters and other updates, are made available on the Fund's website.²
 - (b) A template with outcome and output indicators to monitor and report on funded readiness activities;
 - (c) A standard budget format linking expenses to outcomes;
 - (d) Grant legal agreements to be signed with countries before disbursement; and
 - (e) A questionnaire to assess the financial management capacity and fiduciary controls of the NDA, focal point or delivery partner implementing Fund readiness activities for the country.
15. The following process has been established to develop, review and endorse funding proposals under the programme:
 - (a) The Country Programming Division works with the NDA or focal point of a country to develop a funding proposal for readiness support, which includes information on the objectives, activities, outputs, implementation approach and estimated costs;
 - (b) An interdivisional technical working group, which comprises the country programming, finance, legal, mitigation and adaptation, and private-sector experts, reviews and provides inputs on proposals for readiness funding with a view to improving their effectiveness and impact potential;
 - (c) The senior management team reviews and endorses proposals forwarded to it by the technical working group; and
 - (d) Once a proposal has been endorsed, the Fund will enter into a grant agreement with the country, and implemented in accordance with the Board's decision on readiness and preparatory support (decision B.08/11).
16. As at 10 February 2015, proposals at various stages of development have been prepared with 17 countries and reviewed by the Country Programming Division. These countries are Belize, Benin, Burundi, the Comoros, the Democratic Republic of the Congo, the Dominican Republic, El Salvador, Ethiopia, Guatemala, Maldives, Mali, Morocco, Namibia, Rwanda, Senegal, Thailand and Togo.
17. Furthermore, in collaboration with six institutions that are implementing Fund readiness and preparatory support activities in countries, the Secretariat has also developed and agreed on a set of principles to coordinate the planning and implementation of these activities. These principles include ensuring country ownership driven by country needs and priorities, maximization of collective impact at the country level and the Secretariat's main role in the coordination. This builds on exchanges with more than 20 such institutions, and a

² <http://www.gcfund.org/readiness/updates.html>.

meeting with a smaller group of them at the margins of the twentieth session of the Conference of the Parties.

III. Next steps for the implementation of the programme and expected results for 2015

18. The Secretariat has planned further measures to strengthen the operations of the readiness and preparatory support programme with a view to achieving some ambitious results in 2015.

19. The process is under way to respond to requests for funding from the readiness and preparatory support programme from 50 countries, including 30 from SIDS, LDCs and African States. The team is undertaking further scoping of the country needs and existing readiness support with a view to support NDAs as they develop concrete proposals that add value to the countries' efforts to more effectively engage with the Fund.

20. The Secretariat expects that up to 50 countries will require the elaboration of and secure funding for readiness proposals in 2015 and anticipates committing funding to the first 10 during the first semester 2015. The disbursement of funds will be in accordance with the countries' needs to ensure timely and effective implementation of activities.

21. Through the implementation of the readiness and preparatory support programme, in 2015, the Fund will:

- (a) Strengthen the capacities of all appointed NDAs or focal points by developing capacity-building toolkits and training to enable them to effectively perform their duties in relation to the Fund. These toolkits will include the roles and responsibilities of the NDAs or focal points. The user guide for NDAs or focal points is expected to be published on the Fund's website by March 2015. In addition, the Secretariat is developing a virtual platform for communication and collaboration among NDAs and focal points;
- (b) Assist NDAs or focal points in developing strategic frameworks, including country programmes, through multi-stakeholder processes based on the initial best-practice options for country coordination and multi-stakeholder engagement endorsed by the Board in its decision B.08/10. The Secretariat expects to respond to requests for funding from up to 20 countries to develop such strategic frameworks, including country programmes;
- (c) Assist NDAs or focal points in the selection of subnational, national and regional entities to be considered for accreditation to the Fund under the direct access track, and support such entities in identifying and addressing gaps to comply with the Fund's fiduciary standards and environmental and social safeguards. The Secretariat expects to respond to funding requests from up to 30 countries to identify and support their entities for direct access;
- (d) Respond to requests from countries requiring support to identify and prepare projects and programmes and support their alignment with the Fund's results management framework and investment framework; and
- (e) Organize regional and sub-regional events to create platforms for in-person exchange among the NDAs and focal points, and other stakeholders. Two such events are being planned in the Central American and Pacific SIDS sub-regions, and four other such opportunities are being explored in other sub-regions. Wherever possible, such events will be organized in tandem with planned events by other organizations to maximize efficiency.

22. To ensure consistency in the communication of and approach to delivering the Fund readiness in countries, and based on the principles for coordination agreed with other institutions implementing Fund readiness support, a process of sharing information and coordinating activities is about to begin. This will include bimonthly telephone calls and in-person meetings at least once a year. The first in-person meeting among institutions implementing Fund readiness activities is being planned for March 2015 in Songdo, Republic of Korea.
