

# CLIMATE INVESTMENT FUNDS

CTF-SCF/TFC.3/4  
October 9, 2009

---

Joint Meeting of the CTF and SCF Trust Fund Committees  
Washington, D.C.  
October 28, 2009

**CLIMATE INVESTMENT FUNDS  
PARTNERSHIP FORUM 2010**

### **Proposed Decision of Joint Meeting of CTF-SCF Trust Fund Committees**

The meeting reviewed the revised proposal for the next CIF Partnership Forum presented in document CTF-SCF/TFC.2/4. The meeting agrees that the Partnership Forum should be organized on March 18 and 19, 2010, and welcomes the offer of the Asian Development Bank to host and support the Forum. The meeting approves the proposal for organizing the Forum and the associated budget of \$1.3million.

The meeting also took note of the two information documents *Progress Report on Study on Lessons Learned from the CIF Design Process and Early Implementation* (CTF-SCF/TFC.3/Inf1) and *Note on Outreach at Fifteenth Session of the UNFCCC Conference of the Parties, Copenhagen, December 2009* (CTF-SCF/TFC.3/Inf2).

## Introduction

1. In May 2009, the joint CTF-SCF Trust Fund Committees discussed the *Partnership Forum 2010: Preliminary Design Proposal* (CTF-SCF/TFC.2/3). In its decision, the meeting agreed that the Partnership Forum should be organized in March 2010 and welcomed the offer of the Asian Development Bank (ADB) to host the Forum. The meeting reviewed the design outlined in the document and requested the CIF Administrative Unit and the MDB Committee to:
  - a. develop the design proposal further for approval by the joint Committees based on the discussions of the meeting and further consultations with civil society representatives on the CIF committees; and
  - b. Prepare a more detailed, and preferably smaller, budget for the Partnership Forum for approval by the joint Committees, recognizing that preparatory work for the forum could proceed on the basis of the initial budget presented in the CIF Budget for FY09.
2. In preparing a revised proposal, the joint CTF-SCF Trust Fund Committees instructed the CIF Administrative Unit to take into account the following considerations:
  - a. the objective of enhancing knowledge and its link to the proposed activities should be deepened;
  - b. the focus of the discussions and activities should be kept strategic and should capture the broader lessons, results and outcomes emerging from the CIF;
  - c. in preparing for the Forum, an analysis should be prepared of the results to date for review by the Trust Fund Committees;
  - d. discussions should be directed towards an open and transparent assessment of what has been achieved; and
  - e. The period for the CIF Committees and the Partnership Forum should be shortened considerably, which should contribute to keeping the costs down.
3. It was also recognized that the Partnership Forum will only be held in 2010. In this context, the Committees requested the Administrative Unit to explore opportunities for sharing knowledge about the CIF during 2009, including the organization of a side event during the UNFCCC Conference of the Parties in Copenhagen in December 2009.
4. This paper presents the revised proposal for design of the second Forum, which will be held on March 18 and 19, 2010 in Manila, Philippines. The Forum will be hosted at the Headquarters of the ADB. The paper includes a plan, including costs, agenda, timing, and participation, and is now presented for approval to the Trust Fund Committees.
5. To respond to the decision by the joint CTF/SCF Trust Fund Committees, the paper is complemented by two information documents:

- a. *Progress Report on Study on Lessons Learned from the CIF Design Process and Early Implementation* (CTF-SCF/TFC.3/Inf.1), and
  - b. *Note on Outreach fifteenth Session of the UNFCCC Conference of the Parties, Copenhagen, December 2009* (CTF-SCF/TFC.3/Inf.2).
6. In line with the request from the joint CTF and SCF Trust Fund Committees for additional “discussions of the meeting and further consultations with civil society representatives on the CIF committees”, an Advisory Committee was set up to provide strategic advice to the CIF Administrative Unit and the MDB Committee on the more detailed planning and design of the Forum. Leading up to the Forum, the Advisory Committee will meet virtually on a regular basis and is chaired by the CIF Administrative Unit.
7. The Advisory Committee has eight members:
- a. CIF Administrative Unit (1).
  - b. MDBs (ADB as host, AfDB as ‘host-in-training’) (2).
  - c. Non-Profit CSO (one from the North, one from the South) (2).
  - d. Private Sector (1).
  - e. Indigenous Peoples Group (1), and
  - f. UNEP (1).
8. The CIF Administrative Unit has shared and discussed the proposal with the members of the MDB Committee and the Advisory Committee.

### **Expected Forum Objective and Results**

9. The objective of the second Forum is to share lessons learned from the CIF design process and from early implementation of CIF-funded programs. In particular, early implementation lessons can be drawn from country-level activities of the Clean Technology Fund (CTF) and the Pilot Program on Climate Resilience (PPCR), the first program under the Strategic Climate Fund (SCF) to advance to implementation stage.
10. The Forum will provide an open, transparent and constructive platform for dialogue on knowledge gained to date, and will extract useful lessons learned which will inform further implementation of the CIF.
11. The results of the Forum will be made widely available, published in the form of proceedings and distributed through various media including websites, discussion fora and other public dissemination means. Documents informing the Forum will be posted on the CIF website.
12. The following results are expected from the Forum:
- a. raised awareness on CIF;
  - b. identified opportunities for participation in CIF implementation process;

- c. suite of knowledge products related to the design and early implementation of the CTF and SCF; and
- d. A summary statement presented by the co-chairs at the close of the Forum highlighting the elements of the event, to be widely circulated for information following the Forum.

### **Forum Timing**

13. The second Forum will be held on March 18 and 19, 2010 in Manila, Philippines, and will be hosted by the ADB at its headquarters.

14. The location and timing are proposed taking into account the following considerations:

- a. rotate hosting of the Forum among the MDB partners, which will not only underscore the importance of this partnership but will also allow for sharing experiences in different regions<sup>1</sup>;
- b. avoid conflict with the busy 2009 schedule of climate-related meetings leading up to the UNFCCC Conference of the Parties meeting to be convened in Copenhagen in December 2009; and
- c. Coincide with the first set of CIF Trust Fund Committee and Sub-Committee meetings in 2010.

15. Specifically, it is suggested that the CIF Committee meetings and Forum take place over a period of five business days as follows:

- a. Meetings of the CTF and PPCR pilot countries would be organized on March 15, 2010, to facilitate an exchange of lessons learned among the participating countries and provide the opportunity for a South-South dialogue;
- b. CTF and SCF Trust Fund Committee and Subcommittee meetings would take place for two days on March 16 and 17, 2010;
- c. The Forum itself would take place on March 18 and 19, 2010. It would start with a plenary session involving keynote speakers and other stakeholder voices, followed by four panels on CTF, PPCR, SREP and FIP, a Learning Symposium on Science and Technology (lead by UNEP) and be concluded with a closing plenary with the presentation of the summary of the co-chairs.

### **Forum Leadership**

16. It is suggested that the two day Forum be co-chaired by:

---

<sup>1</sup> Based on discussions in the MDB Committee, it is proposed that the third Forum will be held in Spring 2011 in Tunis, Tunisia, hosted by the African Development Bank (AfDB).

- a. a government representative selected jointly by the CTF and the SCF Trust Fund Committees<sup>2</sup>; and
- b. A representative of another stakeholder group (NGO, private sector, Indigenous Peoples), to be rotated annually among all relevant stakeholder groups, as selected by the representatives of active observers who attend the Trust Fund Committee meetings<sup>3</sup>.

17. The two co-chairs would open the Forum in an opening plenary session, would lead participants in a strategic dialogue in a variety of settings throughout the two days, and would provide a non-negotiated summary statement in a closing plenary at the end of the event.

### **Forum Inputs**

18. In preparation for the Partnership Forum, the CIF Administrative Unit in collaboration with the MDB Committee has commissioned a study on lessons learned from the design process and early implementation of the CIFs. The purpose of the study is to derive learning from the experience of the CIFs to date, in a manner that is directly useful to the funds and their stakeholders moving forward.

19. The study is a way to catalyze, from the early phase of the CIFs forward, a dialogue among all relevant stakeholders aimed at harvesting and applying learning from the funds' experience. The study covers the period from the initiation of the multi-stakeholder design process for the funds through the present, and continuing into early 2010 to provide the best possible opportunity to derive learning from early operations before the Partnership Forum.

20. The study will culminate in a report for the Partnership Forum in Manila, so that stakeholders there can build upon and use its results. The report will be made available to stakeholders prior to the Forum and would serve as background to shape the dialogue and inform the outcomes. *A Progress Report on Study on Lessons Learned from the CIF Design Process and Early Implementation (CTF-SCF/TFC.3/Inf1)* is available to the Trust Fund Committee Meeting. The consultant conducting the study will introduce the highlights of his ongoing work to the joint CTF and SCF Trust Fund Committees.

---

<sup>2</sup> The joint meeting of the CTF and SCF Trust Fund Committees is invited to consider whether they wish to select a government representative to co-chair the Forum (a) at their October 2009 meeting, (b) at their meeting immediately preceding the March 2010 Forum meeting or (c) delegate the selection to the joint co-chairs.

<sup>3</sup> As agreed in document CTF/TFC.2/6, SCF/TFC.2/5, "Guidelines for Inviting Representatives of Civil Society to observe meetings of the CIF Trust Fund Committees," para 11, January 16, 2009.

## ***Learning and innovation***

21. A venue would be offered for identifying and exploring learning to emerge in the CIF design process and setting the stage for application of new learning and knowledge. The focus on learning and innovation would take place in three venues:

- a. a private sector forum event to explore opportunities to engage in the implementation of the CIF and its programs;
- b. a learning symposium to explore emerging scientific and technical knowledge, drawing on expertise lead by UNEP; and
- c. A meeting of pilot countries that have been supported to date under the CTF and the PPCR. Results from this meeting would be shared during the panel discussions on CTF and PPCR.

## **Proposed Agenda and Program of Meetings**

22. As shown in the proposed program for the Forum and associated CIF meetings in *Annex I*, suggested elements include:

MONDAY, March 15

23. There would be meetings of representatives of CTF and PPCR pilot countries, showcasing and discussing action on the ground including highlighting challenges and potential solutions. Results from these meetings will be shared with the participants of the Forum on Friday during the CTF and PPCR panels focusing on “action on the ground”.

TUESDAY, March 16

24. In the morning, there will be the meeting of the CTF Trust Fund Committee, followed in the afternoon by meetings of the SCF Trust Fund Committee meeting and the joint CTF-SCF Trust Fund Committees.

WEDNESDAY, March 17

25. In parallel to the Sub-Committee meetings for FIP, SREP<sup>4</sup> and PPCR, there would be a private sector forum. Learning from this event would be brought forward into the Forum itself.

THURSDAY and FRIDAY, March 18 and 19

---

<sup>4</sup> The FIP and SREP Sub-Committee meetings would run in parallel in the morning and early afternoon, followed by the Sub-Committee meeting for PPCR.

26. The Forum would open in the morning with a plenary session presenting speeches by high-level officials from the host government of the Philippines, and the ADB. A high-level official will be invited to address the Forum on the results of the UNFCCC COP in Copenhagen, Denmark. After opening statements, participants would have an opportunity for a round of statements in a plenary dialogue through a *Voice of Stakeholders* event, in which stakeholder groups could state their views, accomplishments, concerns and challenges.

27. On Thursday afternoon, two panels would be held. One would focus on developments and issues in the FIP, and the second would be held on developments and issues in the SREP. Both panels would run in parallel and be open to all participants.

28. In the early evening and following the panels, a series of seven parallel closed meetings of regional and donor groups would be held to review and agree on CIF Committee members.

29. On Friday morning, a closed meeting of recipient countries would be held to reach agreement on the selection of representatives to serve on the Trust Fund Committees and Sub-Committees.

30. Afterwards, participants would participate in two consecutive panels on sharing the results from the Monday dialogue among participating countries in the CTF and PPCR. The first panel would consist of representatives of countries undertaking CTF investment plans; the second would be a panel of representatives of countries with PPCR pilots.

31. In the afternoon, a learning symposium would be held, organized by UNEP in consultation with the MDBs, which would bring some critical aspects of new scientific and technological learning to the fore with a contribution from one or more keynote speakers, followed by an exchange among stakeholders.

32. Finally, there would be a closing plenary session in which the co-chairs would provide a summary of the Forum's events.

## **Budget**

33. A preliminary CIF budget envelope of \$1.4 million was included in the budget paper approved by the joint CTF-SCF Trust Fund Committees meeting held in May 2009. In its decision on Agenda item 3 *CIF Partnership Forum (CTF-SCF/TFC.2/3)*, the joint CTF-SCF Trust Fund Committees requested the CIF Administrative Unit to "prepare a more detailed, and preferably smaller, budget for the Partnership Forum for approval by the joint Committees, recognizing that preparatory work for the forum could proceed on the basis of the initial budget presented in the CIF Budget for FY09."

34. The CIF Administrative Unit undertook a mission to ADB headquarters in Manila, Philippines, from July 26-30, 2009. The objective was to discuss and agree on

details related to the logistics and ADB’s contributions to the Forum 2010. Based on the findings, a revised budget was developed.

35. A revised budget for the Forum 2010, based on the mission outcomes and follow-up exchanges with the ADB is set forth below.

36. The total estimated costs for the Forum 2010 are now \$1.34 million. The final budget proposal requests a CIF contribution in the amount of \$1.13 million. The ADB agreed to contribute an amount of \$0.21 million in form of staff weeks, rooms etc.

37. Given the more condensed schedule of meetings, there has been a corresponding reduction in the original proposed estimated budget from \$1.4 million to \$1.13 million resulting in a net savings of approximately \$270,000. There are two prominent areas of savings:

- a. *Outreach, press, interpretation and hospitality.* The original proposal for this line item was for an amount of \$450,000 (including contingency), and included an event on the last evening of the Forum, a multimedia and billboard campaign, and stakeholder showcase. These activities have now been excluded from the proposal reducing this line to \$221,000 (excluding contingency); and
- b. *Equipment, logistics facilities, personnel support and general operating costs.* The original proposal for this line item was for an amount of \$200,000 (including contingency); however, with the generous in-kind contribution from ADB this line item has now been reduced to \$60,000 (excluding contingency).

38. With the more scaled-down version of the Forum, both budget line items have been substantially reduced. The table below shows the proposed revised estimated CIF budget breakdown by line item:

	<b>CIF Contribution (in \$)</b>	<b>ADB Contribution (in \$)</b>	<b>TOTAL (in \$)</b>
<b>Venue Hire</b> (Facilities, interpretation etc)	36,167	102,000	138,167
<b>Personnel</b>	18,000	67,000	85,000
<b>Travel</b> (Participants, NGO, IP, others)	746,160	0	746,160
<b>Press and Outreach</b>	50,000	0	50,000
<b>Food Services</b>	41,000	15,000	56,000

<b>Telecommunications</b>	0	5,000	5,000
<b>Translation</b> (documents)	15,000	0	15,000
<b>Interpretation</b> (Fr/Eng/Spa)	115,000	0	115,000
<b>General Operations Costs</b> (equipment, storage, freight, etc.)	5,000	2,500	7,500
<b>Contingency (10%)</b>	102,633	19,150	121,783
<b>TOTAL</b>	<b>1,128,959</b>	<b>210,650</b>	<b>1,339,609</b>

**CIF Partnership Forum 2010 and Associated Meetings  
March 15-19, 2010, Manila, Philippines**

**Proposed Program**

<b>Time</b>	<b>Event</b>		
<b>Monday, March 15</b>			
All day	Meeting of countries participating in PPCR and CTF		
<b>Tuesday, March 16</b>			
9:00-12noon	CTF TFC Meeting		
1:00-4:00pm	SCF TFC Meeting		
4:00-7:00pm	Joint CTF/SCF Meeting		
<b>Wednesday, March 17</b>			
9:00-1:00pm	SREP SC Meeting	FIP SC meeting	Private Sector Forum
2:00-4:00pm	SREP SC Meeting	FIP SC meeting	Private Sector Forum
4:00-6:00pm	PPCR SC Meeting		
<b>Thursday, March 18</b>			
10:00-1:00pm	Plenary		
1:00-3:00pm	Lunch		
3:00-5:45pm	Panel Discussion on SREP	Panel Discussion on FIP	
6:00-7:30pm	Meetings of regional recipient and contributing countries to review CTF, SCF and PPCR Committee Membership (CLOSED MEETING)		
<b>Friday, March 19</b>			
8:30-9:30am	Joint Meeting of Recipient Countries (CLOSED MEETING)		
10:00-11:30am	Panel on Climate Action on the Ground: PPCR		
11:30-1:00pm	Panel on Climate Action on the Ground: CTF		
1:00-3:00pm	Lunch		
3:00-5:00pm	Learning Symposium on Science and Technology (lead by UNEP)		
5:00-6:00pm	Closing plenary with presentation of co-chair summary		