

**Tenth meeting of the Adaptation Committee
Bonn, Germany, 13-16 September 2016**

**Progress report on the work of the Adaptation Committee
Task Force on National Adaptation Plans**

Recommended action by the Adaptation Committee

The Adaptation Committee, at its 10th meeting, will be invited to consider the progress made by its NAP TF and approve its flexible workplan, including its prioritized activities for the second half of 2016.

1. Introduction and background

1. The Adaptation Committee (AC) at its 9th meeting agreed to continue the Task Force on National Adaptation Plans (NAP TF) and also agreed on co-leads and members of the task force.
2. The AC further agreed to request the AC Co-Chairs to engage in a process to confirm the non-AC members of the NAP TF.
3. The AC requested the NAP TF to inter-sessionally:
 - a) Elaborate a draft workplan for 2016-2018, including activities, responsibilities, and who will do what, taking into account the information contained in in the background document and related discussions at AC9, for consideration by the AC by May 2016;
 - b) Consider the revision of the terms of reference (ToR) of the NAP TF, including objectives and extending the membership, and engagement of the members, for consideration by the AC by May 2016;
 - c) Organize a meeting of the NAP TF at the margins of the 2016 NAP Expo (July 2016) and to report on its outcome at AC10.

2. Progress since AC9

2.1. Terms of Reference and membership

4. Following AC9, the NAP TF developed revised ToR with new membership (see annex I for terms of reference and current members).

2.2. Meeting of the NAP Task Force

5. AC members of NAP TF developed draft work plan and shared it with newly appointed members and experts for feedback. The AC conducted a meeting of its NAP TF on 12 July 2016, on the margins of the 2016 NAP Expo. During this meeting, members of the NAP TF discussed the working modalities within the group and with organizations outside the Convention, as well as its flexible workplan for the period 2016-2018, which was further refined following the meeting.

2.3. Draft workplan 2016-2018

6. In line with the revised terms of reference agreed by the Adaptation Committee at its 9th meeting (AC 9), the task force developed, with the support of the secretariat, a draft workplan as contained in table 1 below, taking into account the activities in the 2016-2018 Adaptation Committee's workplan, for review and approval at AC 10 (see annex 3). The NAP TF agreed to keep its workplan flexible in order to accommodate relevant contributions and inputs and general progress made in the process to formulate and implement NAPs as well as the implementation of the AC's workplan.

2.4. Proposals for implementing first activities in 2016

7. Drawing from the workplan, the following are selected activities that could be implemented as a priority in the second half of 2016 to inject new momentum into the work of the NAP TF and pave the way to further work in 2017 and beyond. A description of each activity is also provided in table 1 below.

Table 1. Draft NAP TF workplan 2016-2018

Activity		Description of activity	Timeline
Workstream – Overarching coherence			
02	Contribute, on behalf of the AC, to the technical work of the LEG on NAPs, including trainings, NAP Expos, and NAP Central	- Share with the LEG the synthesis of information on accessing funding from the GCF (see activity B2-B4 below) - Fred to continue in its role as the AC focal point with the LEG and attend LEG meetings and events	
03	Contribute, on behalf of the AC, to the efforts of the TEC as it collaborates with the CTCN and the LEG, to consider how it can help Parties align their technology needs assessments with the process to formulate and implement NAPs	- Co-leads of the NAP TF to liaise with the TEC representative to identify areas where the NAP TF input will be valuable	By end of October
05	Continue to participate in the Advisory Board of the NAP GSP for developing countries (next Board meeting on the side-lines of COP 22)	- Co-leads to participate or to appoint an AC member of the NAP TF	Before the start of COP 22
Workstream A - Technical support and guidance to the Parties as it relates to the process to formulate and implement NAPs			
A4/A5	Contributing to the AC's broader M&E activities, which are being undertaken in collaboration with the Nairobi work programme, including the preparation of an inventory of ongoing M&E work (2016)	- Review the AC/Nairobi work programme inventory of ongoing M&E work	By end of October, following consideration by the AC at AC 10
Workstream B – Technical support and guidance to the Parties on means of implementation			
B2-B4	Provide input to the work of the Adaptation Committee, in particular its work on the provision of information on accessing funding from the GCF for the process to formulate and implement NAPs, per decision 4/CP.21 paragraph 10	- Liaise with, and synthesize information from the LEG, NAP GSP, UNDP, NAP Global Network, GCF secretariat, AF secretariat, and others focusing on accessing the GCF readiness programme and lessons learned from experiences of national implementing entities that are relevant for the process to formulate and implement NAPs. Identify also relevant case studies - Share the synthesis of information with: the AC, in particular the AC co-leads on the <i>paper on experiences of countries in accessing the paper on experiences from countries in accessing the GCF readiness programme, including for the process to formulate and implement NAPs</i> (Damdin and Luke), the LEG, other organizations and bodies that provided inputs, as well as any other relevant stakeholders that are involved in the NAP process	By end of October

3. Next steps

8. The AC may wish to consider the progress made by its NAP TF and approve its working modalities and flexible workplan, including its prioritized activity for the second half of 2016.

Annex 1: Terms of reference for the task force on national adaptation plans

1. Objectives

1. The objectives of the task force are as follows:
 - a) To serve as the panel within the Adaptation Committee that continuously looks at issues related to national adaptation plans (NAPs);
 - b) To liaise with the Least Developed Countries Expert Group (LEG), upon request, in support of its work with regard to NAPs in the Least Developed Countries (LDCs), ensuring consistence and complementarity of mandates;
 - c) To identify opportunities in which activities can also be employed by non-LDCs in the process to formulate and implement NAPs;
 - d) To follow up on the operationalization modalities identified for the support of non-LDCs' NAPs under the guidance of the Co-Chairs of the Adaptation Committee;
 - e) To report to the Adaptation Committee at each of its meeting on issues identified and proposed activities to support the NAP process for all eligible developing countries.

2. Scope of work

2. The task force is requested to develop, with the support of the secretariat, a draft work plan, taking into account the activities in the 2016-2018 Adaptation Committee's workplan. The task force will present its draft work plan at the 10th meeting of the Adaptation Committee for review and approval.

3. Composition

3. The task force includes interested members of the Adaptation Committee. In addition, the Adaptation Committee invites the LEG, the Standing Committee on Finance, the Technology Executive Committee, the Green Climate Fund, the Global Environment Facility and the Adaptation Fund to each nominate a representative to support the work of the task force.

4. Relationship with external experts

4. External members and experts will be actively engaged in and also support, the task force, as necessary, under the guidance and approval of the Adaptation Committee. Those experts could include representatives of United Nations specialized agencies, international and regional research and training institutions, regional centres and civil society organizations, as well as other relevant stakeholders including the Nairobi Work Programme, according to the specific needs the task force is addressing at that time.

5. Leadership and reporting to the Adaptation Committee

5. The overall leadership and accountability for the work of the NAP task force remain with the Adaptation Committee.
6. The task force will report back to the Adaptation Committee at each of its meeting. The task force is also expected to keep lines of communication with the Adaptation Committee open, including intersessionally. .
7. Furthermore, the task force will need to seek guidance and approval from the Adaptation Committee before sharing the outputs and outcome of its work with external stakeholders.

Annex 2: Members of the NAP task force as of 7 September 2016

1. Members from the Adaptation Committee

1. Mr. Ali Shareef
2. Mr. Clifford Mahlunq
3. Ms. Christina Chan (Co-lead)
4. Mr. Fredrick Kossam (Co-lead)
5. Ms. Hlobisile Sikhosana-Shongwe

2. External members

1. Mr. Randy Caruso – Standing Committee on Finance; Back up: Mr. Kyekyeku Yaw Oppong-Boadi
2. Mr. Al Binger – Technology Executive Committee
3. Mr. Mikko Ollikainen – Adaptation Fund

Pending nominations: Member of the Least Developed Countries Expert Group and representatives of the Green Climate Fund and the Global Environment Facility

Annex 3: Workplan of the Adaptation Committee's Task force on National Adaptation Plans (NAP TF) 2016-2018

Activities			Lead and support	Contributions and inputs
	2016	2017	2018	
Overarching coherence				
01	Regularly engage Parties, relevant multi- and bilateral organizations and NGOs, in close coordination with comparable activities by the LEG for the LDCs and the work of the SBI, to: <ul style="list-style-type: none"> - Take stock of past and ongoing activities in support of national adaptation planning, including undertaken by national implementing entities; - Identify and seek to address those emerging issues, as appropriate, including related to actions and support; - Track issues, including gaps, needs, good practices, and obstacles faced by countries; - Identify solutions with relevant partners 			LEG <ul style="list-style-type: none"> - Best practices and lessons learned publications; - Annual progress report on NAPs for developing countries; - Online questionnaire on NAP Central; - Regular interviews and surveys by the LEG at the SBs and the COP NAP-Global Network <ul style="list-style-type: none"> - Provision of information on needs gained through regular interactions with forums participants as well as inputs and requests submitted via the virtual Help Desk - Lessons learned emerging from the work of the Network, as appropriate
02	Contribute, on behalf of the AC, to the technical work of the LEG on NAPs, including trainings, NAP Expos, and NAP Central		Fred	
03	Contribute, on behalf of the AC, to the efforts of the TEC as it collaborates with the CTCN and the LEG, to consider how it can help Parties align their technology needs assessments with the process to formulate and implement NAPs			
04	Contribute to efforts of the Adaptation Committee's working group on the Technical Examination Process on Adaptation, as appropriate.			NAP Global Network's early experiences and resources on: <ul style="list-style-type: none"> - Securing high-level support - Sectoral and vertical integration - Domestic finance mobilization for NAP implementation - The role of the NAP process and results in adaptation finance - M&E Standing Committee on Finance <ul style="list-style-type: none"> - Provide information from the biennial assessment and overview of climate finance flows reports on global estimates on public finance for adaptation and the

<i>Activities</i>				<i>Lead and support</i>	<i>Contributions and inputs</i>
	<i>2016</i>	<i>2017</i>	<i>2018</i>		
					amount of adaptation finance from developed to developing countries
05	Continue to participate in the Advisory Board of the NAP GSP for developing countries (next Board meeting on the side-lines of COP 22)				
06	Identify relevant areas/processes as they relate to the Paris Agreement in which consideration of issues related to the NAP process would be beneficial and provide clarifications and guidance, as appropriate				NAP-Global Network - Committed to contributing to discussion on link between NAP and NDC process
Workstream A. Technical support and guidance to the Parties as it relates to the process to formulate and implement NAPs					
Planning, mainstreaming and integration					
A1		Prepare paper on long-term adaptation planning, which will address emerging topics such as time horizon and outputs, linkages with the SDGs and disaster risk management, institutional arrangements, linkages across scales, times and sectors, and will present case studies from different countries, highlighting differences, commonalities, good practices and draw topic-specific conclusions.			NAP GSP - A synthesis report with lessons learned from the NAP-GSP - Information on country needs and Country level stocktaking reports, which contain detailed information about unique policy level entry points at the national level and institutional arrangements (e.g. reports from Cambodia, Liberia, Gambia, Lesotho and Senegal) - A publication by UNDP in collaboration with partners on how to strengthen institutions for mainstreaming climate risk into planning and budgeting
A2			Compile lessons learned and good practices as they relate to experiences of countries in linking their NAP processes with subnational planning and action, including lessons communicated at the NAP Expos, for publication on NAP Central,.		NAP GSP - UNDP's programme reviews and Project Implementation Review Reports - Compiled case studies to be prepared by 2017 relating to support provided to 11 countries on mainstreaming the agriculture sector to the NAP process, with a focus on linking up national and sub-national planning through the "integrating agriculture into the NAP process" initiative NAP Global Network and its activities and outputs of the work on vertical integration,

<i>Activities</i>				<i>Lead and support</i>	<i>Contributions and inputs</i>
	<i>2016</i>	<i>2017</i>	<i>2018</i>		
					including: <ul style="list-style-type: none"> - Resource document (end of 2016) - Webinar on vertical integration in late 2016/2017 - Targeted topics forum on integration in the NAP process (Sep 2016) - Possible series of 4-page country-specific briefs (sNAPshots)
A3			Taking into account relevant work of the LEG and the Nairobi work programme, consider providing guidance and highlighting good practices on prioritization of gender in the NAP process		
Monitoring, evaluation and learning					
A4	Contribute to the AC's broader M&E activities, which are being undertaken in collaboration with the Nairobi work programme, including the preparation of an inventory of ongoing M&E work (2016), any additional work on M&E systems and impact evaluations (2017) as well as a technical meeting on national adaptation goals/indicators (2018)				NAP GSP offering expertise on M&E at the project level, including: <ul style="list-style-type: none"> - Lessons learned from initial work on impact assessment in ecosystem based adaptation programmes in a few countries - Case studies to be published in 2018 on impact assessment through application of cost benefit analysis and impact assessment methods to select sites in Africa and Asia through the UNDP-FAO programme
A5		Engage with the LEG, on behalf of the AC, on its work on the application of the tool for monitoring progress, effectiveness and gaps in the process to formulate and implement NAPs (PEG M&E tool)			NAP Global Network
A6		Engage with GEF STAP and PROVIA on their M&E related work			<ul style="list-style-type: none"> - Targeted topics forum workshop on M&E in early 2017
A7			Consider additional activities, including the provision of guidance for country M&E work at the programme level or the organization of targeted experts/ agencies consultation focusing on M&E approaches		<ul style="list-style-type: none"> - A series of 4-page briefs (sNAPshots) capturing specific country experiences related to M&E (likely targeting a specific M&E theme) - Webinar on M&E in early 2017

<i>Activities</i>				<i>Lead and support</i>	<i>Contributions and inputs</i>
	<i>2016</i>	<i>2017</i>	<i>2018</i>		
Progress and impact assessments					
A8	Contribute to the Adaptation Committee's input to the GCF on the GCF's efforts to measure the paradigm shift potential of their adaptation-related programmes				UNDP <ul style="list-style-type: none"> - Share experiences gained during the interactions between the GCF and UNDP on the definition and criteria for transformational impact in the project development stage of NAP related projects GCF Secretariat <ul style="list-style-type: none"> - In line with the investment and performance management framework, provide feedback on indicators and other elements employed in understanding paradigm shift
A9			Contribute to the AC's provision of input to the LEG on supporting the assessment by the SBI of progress made in the process to formulate and implement NAPs (including through participation in a meeting of Party experts in early 2018 and the preparation of a report following that meeting, as per decision 4/CP.21, paras 12(d) and (e))		NAP Global Network <ul style="list-style-type: none"> - Contribution to the development of a framework for self-assessing progress in the NAP process
Workstream B. Technical support and guidance to the Parties on means of implementation					
Enhancing communication, awareness, coordination and complementarity of donors and funds					NAP GSP
B1	Contribute to the Adaptation Committee's efforts to collaborate with the GEF, the GCF, the Adaptation Fund, United Nations agencies, relevant multilateral and bilateral organizations and NGOs supporting the process to formulate and implement NAPs, for example through convening, together with the NAP-Global Network, relevant meetings on bilateral donor coordination on NAPs				NAP GSP <ul style="list-style-type: none"> - Provide platform, through trainings for country representatives, to engage with representatives of the GEF and in the future representatives of the GCF UNDP <ul style="list-style-type: none"> - Lessons learned and good practices relating to experiences of countries in developing project pipelines to finance the NAP process - Lessons learned from UNDP umbrella programme on provision of expedited

<i>Activities</i>			<i>Lead and support</i>	<i>Contributions and inputs</i>
<i>2016</i>	<i>2017</i>	<i>2018</i>		
				<p>assistance for the formulation and implementation of NAPs</p> <p>NAP Global Network</p> <ul style="list-style-type: none"> - Experiences on bilateral coordination efforts - Results of a 2016 survey of bilateral partners to understand their approach and interests in adaptation, and how this relates to the NAP process as a potential entry point for support and coordination - "Common" training materials to be developed for bilaterals to raise awareness within their own agencies (i.e. contribution to donor awareness) <p>GCF Secretariat</p> <ul style="list-style-type: none"> - Enhancing understanding of policies and outcomes relevant for the engagement of developing countries with the Fund, particularly around NAPs <p>AF Secretariat</p> <ul style="list-style-type: none"> - Enhancing country ownership – lessons learned from Direct Access
Accessing funding from the GCF				
	Provide input to the work of the Adaptation Committee on the provision of information on accessing funding from the GCF for the process to formulate and implement NAPs, per decision 4/CP.21 paragraph 10, including its work			NAP GSP
B2	On the AC's information paper on experiences of countries in accessing the GCF readiness programme			<ul style="list-style-type: none"> - Experiences from regional trainings, including interactions between country and GCF representatives
B3	On the GCF Readiness Programme as it relates to the type of support the programme will provide with respect to NAP formulation			<p>UNDP</p> <ul style="list-style-type: none"> - Experiences from engaging with the GCF Secretariat to explore ways to expedite support to LDCs to access finance for the NAP process, in particular for the formulation, activities for iterative planning, budgeting and monitoring
B4	On lessons learned and good practices from national implementing	On organizing a workshop for the engagement of relevant stakeholders,		

<i>Activities</i>			<i>Lead and support</i>	<i>Contributions and inputs</i>
	<i>2016</i>	<i>2017</i>	<i>2018</i>	
	entities of funds, programmes/entities and initiatives, on the necessary enabling environments, institutional arrangements and governance for direct access, with a view to identifying those lessons that are relevant for the process to formulate and implement NAPs	experts on NIEs, NDAs, etc., to advance understanding and overcome challenges related to the establishment of NIEs and accessing GCF support for adaptation		<p>NAP Global Network</p> <ul style="list-style-type: none"> - Lessons learned from targeted topic forum on financing the implementation of NAPs (navigating, identifying, bundling and sequencing different types of finance for NAPs) - Work on domestic finance mobilization (case studies, resources) – potential for enhancing GCF access <p>GCF Secretariat</p> <ul style="list-style-type: none"> - Inputs and up-to-date feedback in line with the B.13 decisions on adaptation planning processes and the support for the NAP process therein <p>AF Secretariat</p> <ul style="list-style-type: none"> - Lessons learned and good practices from NIE portfolio and the AF readiness programme
Domestic frameworks and resources				
			Strengthen understanding and highlight experiences, lessons learned and good practices of countries in developing project pipelines to finance the NAP process and in leveraging and tracking domestic sources of financing for the NAP process	<p>UNDP</p> <ul style="list-style-type: none"> - Experiences and lessons learned from climate expenditure reviews through the development of tracking tools for climate related expenditure in government budgets to support developing countries (e.g. in Asia and gradually in Africa and Latin America). This work includes ongoing development of climate finance frameworks <p>NAP Global Network</p> <ul style="list-style-type: none"> - Thematic publication in 2017 that will give an overview of the range of sources of finance for implementation of NAPs, and further reading/resources on each area – including domestic public sources (entry points in national budget processes, fiscal instruments, tracking)
	Private sector resources			

<i>Activities</i>			<i>Lead and support</i>	<i>Contributions and inputs</i>
	<i>2016</i>	<i>2017</i>	<i>2018</i>	
			Contribute to the AC meeting on fostering greater contribution of the private sector to the process to formulate and implement NAPs, including contributing examples of private sector involvement to date in NAPs	<p>NAP Global Network</p> <ul style="list-style-type: none"> - Above thematic publication to also include a section on private sector engagement in NAPs (tentatively planning to look at e.g. how the private sector can play a role, role of the public sector in engaging in NAPs, creating enabling conditions/attracting foreign direct investment in NAP priorities)
Workstream C: Awareness-raising, outreach and sharing of information				
C1	Raise awareness of NAP central through interactions with relevant stakeholders, during meetings and events as well as through publications and encourage Parties to upload their NAP documents and relevant outputs and outcomes on NAP Central			<p>NAP GSP</p> <ul style="list-style-type: none"> - Continue to link materials on advancing NAPs in countries through the NAP GSP to NAP Central - Continue to emphasize, during regional trainings and country engagements, to country stakeholders, the resources available through the NAP Central and to encourage countries to share information through the NAP Central <p>NAP Global Network</p> <ul style="list-style-type: none"> - Provide link to NAP Central on own website to raise visibility and demonstrate collaboration