

## Third Meeting of the Adaptation Committee Bonn, Germany, 18–20 June 2013

### Invitation for submissions by regional institutions and United Nations agencies on support for adaptation

#### 1. Introduction

The Conference of the Parties, at its 18<sup>th</sup> session, adopted the draft three-year work plan of the Adaptation Committee (AC).<sup>1</sup> Within this work plan, the AC has been mandated to “invite regional institutions and United Nations (UN) agencies to communicate, as per the template developed by the Adaptation Committee, their current support for adaptation in developing countries, including in relation to capacity building, including of national institutions”.<sup>2</sup> Communications from these institutions and agencies would facilitate further consideration by the AC aimed at strengthening the roles of regional institutions and UN agencies in supporting enhanced adaptation action in developing countries.

Under the guidance of the Chair and vice-Chair of the AC, a draft template<sup>3</sup> was prepared by the secretariat and discussed at the second meeting of the AC held from 5 to 8 March 2013. Upon consideration of the draft template, the AC further requested the secretariat to revise the draft template addressing comments and incorporating inputs received from AC members at the meeting and shortly afterwards, and to prepare draft modalities for the call, including the list of regional institutions and UN agencies to be invited for submissions as well as means of distribution of the call. The revised draft template and draft modalities for the call are to be discussed and finalized at the third meeting of the AC.

This note contains the revised draft submission template and draft modalities for issuing the call, to facilitate the discussions by the AC at its third meeting.

#### 2. Revision of the template

AC members provided a substantive set of comments and inputs on the draft template. They include:

- To specify, in a cover/invitation letter, the purpose of the call as being the basis for activities 6<sup>4</sup> and 7<sup>5</sup> of AC's work plan with the ultimate goal of strengthening regional centres and networks in their efforts to support country-driven adaptation actions in developing countries;
- To inquire whether regional institutions and UN agencies will be interested in engaging in the work of the AC;
- To request for information, where available, on best practices and lessons learned in providing support, sectoral focus, term and level of activities, cost break down and contact persons;
- To request details on support activities with relation to the provision of para.12 of decision 1/CP.16;
- To ensure that the template is succinct and strike a balance between the level of details requested and the time required to prepare the submission by organizations so as to maximize the quality and quantity of submissions;

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<sup>1</sup> FCCC/SB/2012/3, annex II.

<sup>2</sup> Item 5 in annex II to FCCC/SB/2012/3.

<sup>3</sup> AC/2013/4.

<sup>4</sup> Compile a list of regional centres and networks working on adaptation, with a view to strengthening their role in supporting country-driven adaptation actions

<sup>5</sup> Consider developing a strategy to address the gaps and opportunities identified by means of the information provided by the organizations in activity 6, as well as the lessons learned from the work carried out to strengthen the coherence of adaptation within the Convention, to: Facilitate the provision of technical assistance to developing countries in undertaking their vulnerability and adaptation assessments ; Assist countries in establishing and strengthening their national institutions and regional networks and centres

- To provide an example of how to use the template to formulate the submission.

Based on these comments and inputs from AC members, the draft template has been revised with an example illustrating how organizations might use the template to communicate information on their support for adaptation in developing countries. The revised draft template is included in Annex I to this note. An example of using this template to communicate one current adaptation support initiative will be provided to AC members to assess the scope and depth of information obtained, and the usability of the template.

### 3. Modalities for issuing the call for submissions

*List of regional institutions and UN Agencies to be invited for submission*

Given the large number of institutions and agencies engaged in providing support for adaptation, the construction of an exhaustive list would naturally be challenging. A preliminary list includes:

#### Regional institutions

- Regional intergovernmental institutions: SPREP, SPC, CCCCC, ASEAN, SADC, CILS, AGRYMET,...<sup>6</sup>
- Regional development banks: ADB, AfDB, IDB, EBRD

#### UN Agencies

- UN specialized agencies/programmes: UNDP (development, UN in-country coordinating agency), UNEP (environment and ecosystems), WMO (hydrometeorological data and services), WHO (health), FAO (agriculture, fisheries and forestry), UN-ISDR (disaster risk reduction), WFP (food), UN WTO (tourism), UNIDO (industry), ITU (information technology), ILO (labor), UNESCO (education and culture), UNICEF (children), UN-Water, World Bank
- UN Convention secretariat: UN CCD, UNCBD

*Channels through which the call for submission is to be made*

The call for submission will be made through an invitation letter (a draft is contained in Annex 2) from the Chair of the AC. There are a variety of modalities that the AC could issue the call. For example, the AC may consider

- Sending the invitation letter through Climate-L;
- Placing an open invitation on AC webpage;
- (For UN agencies) Inviting UN agencies through
  - the focal point for IGOs accredited to the UNFCCC; and/or
  - the Chair of the working group on climate change, the UN system Chief Executive Board, High Level Committee on Programmes (HLCP)
- Sending the invitation to all/selected focal points of Nairobi work programme partner organizations;
- Individually inviting regional institutions and UN agencies as identified by AC members

### 4. Next steps

In line with the proposed activities relating to ongoing support for adaptation provided by regional institutions and UN agencies, as included in the approved AC work plan, the AC may consider the following actions:

1. The AC to finalize the template and arrangements (including the letter of invitation and channels for disseminating the call) for issuing the call (*at AC3*);
2. The AC to issue a call (*early July 2013*);
3. The secretariat to compile the submissions (*Q3/2013*);
4. The secretariat to prepare an information paper, based on submissions received from regional institutions and UN agencies, that strengthens the understanding of the roles of relevant institutions and agencies in supporting enhanced adaptation actions in developing countries (*Q4/2013*).

<sup>6</sup> Additional regional institutions can be selected from the Adaptation Partnership inventory of activities.

**Annex 1: Revised draft template for submissions by regional institutions and UN agencies on current support for adaptation in developing countries**

The Regional Institution/UN Agency	
Name	
Address	
Number of staff	
Annual budget	
Summary of the Support for Adaptation in Developing Countries	
<b>Basic information</b>	
Title	
Location(s)	
Objective(s)	
Contact person ( <i>name, email address and telephone number</i> )	
<b>Scope of support</b> ( <i>Please provide a description for each relevant category of support</i> )	
Planning, prioritizing and implementing adaptation actions identified in national/subnational plans and strategies, national communications, NAPAs etc.	
Impact and vulnerability assessments ( <i>including of financial needs</i> )	
Strengthening institutional capacities ( <i>of national institutions</i> ) and creating enabling environments	
Economic diversification	
Climate change related disaster risk reduction strategies, early warning systems, risk management	
Understanding, coordinating and cooperating on climate related displacement	
Technology transfer, research and development	
Education and public awareness	

Systematic observation for climate data collection, archiving, analysis and modelling	
<b>Consistency with the provision of paragraph 12 of Decision 1/CP.16<sup>7</sup></b>	
How is the support provided consistent with a country driven approach?	
How does the support provided ensure gender-sensitivity?	
How does the support provided ensure a participatory and fully transparent approach?	
How does the support provided take into consideration vulnerable groups, communities and ecosystems?	
How is the support provided based on and guided by best available science and, as appropriate, traditional and indigenous knowledge?	
How does the support provided help integrate adaptation into relevant social, environmental, and economic policies and actions?	
<b>Resource(s) of support</b>	
Main source(s) of support <i>(provided by the reporting institution/agency)</i>	
Other source(s) of support <i>(includes support provided by collaborating donor agencies/countries, as well as beneficiaries)</i>	
Additional information about source(s) and delivery of support <i>(specify what delivery methods were used, e.g. direct access, concessional loans, etc. Describe nature of financial sources: new and additional? ODA?)</i>	

<sup>7</sup> Details are available at <<http://unfccc.int/resource/docs/2010/cop16/eng/07a01.pdf#page=2>>

<b>Key stakeholders</b>	
Beneficiaries ( <i>specify their nature, e.g. national / subnational level, institution, local authorities, civil society groups, vulnerable communities, etc.</i> )	
Key participants of the initiative and their respective roles ( <i>list any other implementing agencies, government agencies, and donors to the initiative</i> )	
<b>Progress to date</b>	
Progress ( <i>How does the current situation differ from the situation present before support was given – i.e. has the action been effective and how?</i> )	
Best practices and lessons learned ( <i>including barriers to effective delivery of support</i> )	
Other relevant information ( <i>including links to publications, documents, webpages, progress reports, videos etc.</i> )	
<b>Further Engagement in the Work of the Adaptation Committee</b>	
Would your organization be interested in continuing to engage in initiatives led by the Adaptation Committee? If so, please provide details of a contact person. Contact details	Name of contact person: Email address: Telephone number:

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**Annex 2: Draft letter of invitation to regional institutions and UN agencies**

Dear \_\_\_\_,

As part of the Cancun Adaptation Framework (CAF), the Adaptation Committee (AC) was established by Parties to the United Nations Framework Convention on Climate Change (UNFCCC) in Cancun in December 2010. The aim of the AC is to promote the implementation of enhanced action on adaptation in a coherent manner under the Convention through a range of functions, including the sharing of relevant information, knowledge, experience and good practices; promoting synergy and strengthening engagement with national, regional and international organizations, centres and networks; and Providing information and recommendations, drawing on adaptation good practices, for consideration by the COP when providing guidance on means to incentivize the implementation of adaptation actions, including finance, technology and capacity-building. Details on the Adaptation Committee including its current membership and activities are available at <http://www.unfccc.int/6053.php>.

Conference of the Parties (CoP) to the UNFCCC, at its 18<sup>th</sup> Session held from 26 November to 7 December 2012 in Doha, Qatar, adopted a three-year work plan (a copy of which is contained in Annex 1) of the Adaptation Committee. As part of its work plan, the AC seeks to enhance the understanding of, with a view to strengthening, the role of regional institutions and UN agencies in supporting enhanced adaptation actions in developing countries. Within this context, on behalf of the Committee, I would like to invite you to share with us information on the current support for adaptation that your organization is providing to developing countries, including in relation to capacity building, including of national institutions. In order to facilitate your inputs and our subsequent analysis, a template is developed for you to use when preparing information on your current support for adaptation in developing countries (Annex 2).

I would be most grateful if you could communicate to us, using the template provided, information on the current support for adaptation that your organization is providing to developing countries, by COB on 5 August 2013. Information provided will be compiled and made available to all Parties.

I thank you very much in advance for your support to our work.

Yours sincerely,

Margaret Mukhanana-Sangarwe  
Chair  
Adaptation Committee

Annexes:

Annex 1: AC three-year work plan

Annex 2: Template for submission