



**Standing Committee on Finance**  
**Thirty-third meeting of the Standing Committee on Finance**  
**19 – 20 March 2024**  
**Bonn, Germany**

23 April 2024

## **Report of the thirty-third meeting of the Standing Committee on Finance**

### **Attendance**

#### In-person

Mr. Kevin Adams  
Ms. Gabriela Blatter  
Mr. Zaheer Fakir  
Mr. Ivan Zambrana Flores  
Mr. Ali Waqas Malik  
Ms. Apollonia Miola (Co-Chair)  
Mr. Petrus Muteyauli  
Mr. Ian Naumkin  
Ms. Vicky Noens  
Ms. Gertraud Wollansky  
Ms. Brittany Young  
Mr. Liucui Zhu

#### Virtual

Ms. Patriciah Roy Akullo  
Mr. Mohammad Ayoub  
Ms. Diann Black-Layne (Co-Chair)  
Mr. Mattias Frumerie  
Mr. Javier Antonio Gutiérrez Ramírez  
Mr. Richard Muyungi  
Ms. Wakana Yamada

#### Absent with apologies

Ms. Katarzyna Kowalska

### **1. Opening of the meeting**

1. The thirty-third meeting of the Standing Committee on Finance (SCF) was opened at 9 a.m. (CET), on Tuesday, 19 March 2024 in Bonn, Germany.
2. Ali Waqas Malik (Pakistan), Mohammad Ayoub (Saudi Arabia), Patriciah Roy Akullo (Uganda), and Petrus Muteyauli (Namibia) were welcomed as new non-Annex I members and Wakana Yamada (Japan) was welcomed as new Annex I member.
3. The SCF held a retreat prior to the meeting on Monday, 18 March 2024.
4. UNFCCC Executive Secretary, Simon Stiell, delivered opening remarks, emphasizing that the work of the Standing Committee on Finance will be crucial in driving momentum and informing Parties and the wider climate finance community with authoritative information on finance flows and needs ahead of the twenty-ninth session of the Conference of the Parties (COP). The SCF Forum will serve as an inclusive platform, this year particularly focusing on greater financial inclusion of women and girl, he added.

**2. Election of officers**

5. The SCF elected Apollonia Miola (European Union) and Diann Black-Layne (Antigua and Barbuda) as Co-Chairs of the SCF until the first meeting of the Committee in 2025.

6. The SCF expressed its gratitude to the outgoing Co-Chairs, Zaheer Fakir (South Africa) and Gertraud Wollansky (Austria) for their dedication and commitment during their tenure from 2022 to 2024.

**3. Organizational matters**

**(a) Adoption of the agenda**

7. The SCF adopted the agenda contained in document SCF/2024/33/1 as proposed.<sup>1</sup>

**(b) Organization of the work of the meeting**

8. The meeting was organized in a hybrid format with in-person meeting virtual participation of members and observers.

9. The SCF took note of the meeting schedule contained in document SCF/2024/33/2. All work of the SCF during this meeting was conducted in the plenary setting.

**4. Mandates from COP 28 and CMA 5 and updated workplan of the Standing Committee on Finance for 2024**

Proceedings

10. The SCF took note of the document SCF/2024/33/3, which contained a provisional updated workplan of the Committee for 2024, reflecting the new mandates and guidance received from COP 28 and the fifth session of the Conference of the Parties serving as Meeting of the Parties to the Paris Agreement (CMA).

Outcomes

11. Members noted that new mandates related to the Glasgow–Sharm el-Sheikh work programme on the global goal on adaptation referred to in decision 7/CMA.3 and Article 4, paragraph 5, would be considered in the context of relevant workstreams and not as separate workstreams.

12. Several members noted with concern the budgetary constraints faced by the secretariat in delivering the mandates of the SCF and sought clarifications on the status and potential implications. The secretariat clarified the high dependency on supplementary resources required to implement the SCF workplan and referred to ongoing fundraising efforts in this regard. The SCF acknowledged the urgency of mobilizing required resources to continue implementation of its current workplan. Additionally, members suggested reducing costs and maximizing efficiency by organizing SCF meetings and the Forum in conjunction with other climate finance meetings. In this regard, the SCF requested the secretariat to regularly update the SCF on the status of budget.

13. Members discussed on ways to respond to the invitations for submissions from the COP and the CMA to constituted bodies, with a view to referencing the reports produced by the SCF.

14. The SCF agreed on the updated the workplan for 2024 as presented in the background document.

Next steps

15. The Co-Chairs, with the support of the secretariat, will prepare draft submissions intersessionally for consideration by the SCF.

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<sup>1</sup> All documents are available at: <https://unfccc.int/scf/scf-meetings-and-documents>.

16. The secretariat will include information on its budgetary status in the regular updates on the workplan to the SCF members.

## 5. Sixth biennial assessment and overview of climate finance flows

### Proceedings

17. The SCF took note of the document SCF/2024/33/4, which contained a work-in-progress approach to the sixth biennial assessment and overview of climate finance flows (BA). Diann Black-Layne and Vicky Noens were re-appointed as co-facilitators for the workstream.

### Outcomes

18. Members emphasised the continuation of a robust technical approach to prepare the sixth BA, based on the general outline of the report endorsed at COP 28 and CMA 5 and additional guidance received from Parties. Members noted the need to include in the sixth BA, comprehensive and updated information that became available since the fifth BA, including, among others, information related to adaptation finance, loss and damage, Article 2, paragraph 1(c) of the Paris Agreement, and gender-related or gender-disaggregated information on climate finance.

19. Members acknowledged the Notification to Parties on gathering preliminary data on climate finance for 2021–2022 from the forthcoming first biennial transparency reports (BTRs)<sup>2</sup> noting that preliminary data from the BTRs may be subject to greater uncertainties compared to preliminary data collection exercises undertaken in the context of previous BAs, due to the transition of reporting from the common tabular formats of the biennial reports and biennial update reports to the new common tabular formats of BTRs.

20. The SCF agreed to prepare a zero-order draft of the report, taking into account the comments made at SCF 33 and any written comments received from members, for consideration at SCF 34.

21. Furthermore, the SCF agreed to advance work on stakeholder engagement and outreach intersessionally to support the preparation of the report.

### Next steps

22. Members are invited to provide written comments on the work-in-progress approach document, in particular, on responding to the guidance received from COP 28 and CMA5, by 3 April 2024.

23. Co-facilitators, with the support of the secretariat and consultants, will develop a zero-order draft of the report for consideration at SCF 34, taking into account the comments made at SCF 33 and any written comments received from members.

24. The secretariat, under guidance of the co-facilitators, will prepare a stakeholder webinar on the BA, as well as a session with technical experts during SCF 34 on to advance the preparations of the technical reports of the SCF in 2024.

## 6. Second report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement

### Proceedings

25. The SCF took note of the background document SCF/2024/33/5, which contained a work-in-progress approach to the second report on the determination of the needs of developing country Parties related to implementing the Convention and the Paris Agreement. Kevin Adams and Mohammad Ayoub were appointed as co-facilitators for the workstream.

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[https://unfccc.int/sites/default/files/resource/message\\_to\\_parties\\_and\\_observer\\_states\\_preliminary\\_data\\_on\\_climate\\_finance.pdf](https://unfccc.int/sites/default/files/resource/message_to_parties_and_observer_states_preliminary_data_on_climate_finance.pdf).

### Outcomes

26. Members discussed the importance of robustness of data and diverse methodological approaches taken by countries in determining needs, while acknowledging the capacity constraints of some developing countries. Furthermore, members stressed the necessity of presenting disaggregated information, particularly for the least developed countries and small island developing States. Furthermore, members discussed how the report may reflect on several emerging issues, such as just transitions and issues relating to debt and fiscal space, as well as how the report should present information reported on loss and damage needs. Some members cautioned against framing key messages regarding data gaps negatively, given that developing countries are not mandated to provide details on these issues in their national reports submitted to the UNFCCC.

27. Members also discussed ways to advance stakeholder engagement and outreach efforts in a cost-effective manner.

28. The SCF agreed to prepare a zero-order draft of the report, taking into account the comments made at SCF 33 and any written comments received from members, for consideration at SCF 34.

29. Furthermore, the SCF agreed to advance work on stakeholder engagement and outreach intersessionally to support the preparation of the report.

### Next steps

30. Members are invited to provide written comments on the work-in-progress approach document by 3 April 2024.

31. Co-facilitators, with the support of the secretariat and consultants, will develop a zero-order draft of the report, taking into account the discussion at SCF 33 and written comments from the SCF members to be shared with the SCF intersessionally.

32. The secretariat, under guidance of the co-facilitators, will prepare stakeholder engagement and outreach activities, including three regional stakeholder engagement webinars. Furthermore, the secretariat, under guidance of the co-facilitators, will prepare a session with technical experts during SCF 34 to advance preparation of the technical reports by the SCF in 2024.

## **7. Second report on progress towards achieving the goal of mobilizing jointly USD 100 billion per year to address the needs of developing countries in the context of meaningful mitigation actions and transparency on implementation**

### Proceedings

33. The SCF took note of the background document SCF/2024/33/6, which contained a work-in-progress approach to the second report on progress towards achieving the goal of mobilizing jointly USD 100 billion per year to address the needs of developing countries in the context of meaningful mitigation actions and transparency on implementation. Gabriela Blatter and Richard Muyungi were re-appointed as co-facilitators for the workstream.

### Outcomes

34. Members discussed the importance of outlining in the report the challenges and lessons learned in relation to the goal that build on the data and information from the sources of information. Furthermore, members emphasised the need to refer to the latest scientific reports in particularly by the Intergovernmental Panel on Climate Change. Some members pointed out the need to clearly distinguish between data sources that align with the scope of the goal and those that do not. Other members called for more information on the ways reporting on mitigation actions are related to the climate finance provided and mobilized through the goal.

35. The SCF agreed to prepare a zero-order draft of the report taking into account the comments made at SCF 33 and any written comments received from members, for consideration at SCF 34.

36. Furthermore, the SCF agreed to advance work on stakeholder engagement and outreach intersessionally to support the preparation of the report.

#### Next steps

37. Members are invited to provide written comments on the work-in-progress approach document, in particular, on responding to the guidance received from COP 28 and CMA5, by 3 April 2024.

38. Co-facilitators, with the support of the secretariat and consultants, will develop a zero-order draft of the report, taking into account the discussion at SCF 33 and written comments from members to be shared with the SCF intersessionally.

39. The secretariat, under the guidance of the co-facilitators, will prepare a stakeholder webinar on the second USD 100 billion report and organize a session with technical experts during SCF 34 to advance the preparations of the technical reports by the SCF in 2024.

## **8. Report on common practices regarding climate finance definitions, reporting and accounting methods**

#### Proceedings

40. The SCF took note of the background document SCF/2024/33/7, which contained a proposed outline for the report on common practices regarding climate finance definitions, reporting and accounting methods, as well as a draft workplan and timeline for preparation of the report. Ivan Zambrana Flores and Gertraud Wollansky were appointed as co-facilitators for the workstream.

#### Outcomes

41. Members discussed the need to build on previous work, including the BAs and the report on clustering of climate finance definitions and identified the need to align work on this report with relevant sections of the sixth BA.

42. Furthermore, members discussed that the focus of the report should be on clarifying and synthesizing common practices regarding climate finance definitions, reporting and accounting methods.

43. In discussing the scope and the outline of the report, members agreed that the work should highlight common practices in the three areas – definitions, reporting and accounting methods – and include a chapter on conclusions. The agreed outline is contained in Annex I.

44. The SCF agreed on the workplan and timeline for the preparation of the report with the view to proceeding with the preparation of a zero-order draft. The agreed workplan is contained in Annex II.

#### Next steps

45. Co-facilitators, with the support of the secretariat, will develop a zero-order draft of the report to be shared with the SCF intersessionally, for consideration at SCF 34.

46. The secretariat, under the guidance of the co-facilitators, will prepare a stakeholder webinar on the common practices report and organize a session with technical experts during SCF 34 to advance preparations of the technical reports by the SCF in 2024.

## **9. 2024 Forum of the Standing Committee on Finance**

#### Proceedings

47. The SCF took note of the background document SCF/2024/33/8, which contained options for the venue and dates for the Forum and background information relating to the theme of the 2024 Forum. Patriciah Roy Akullo and Brittany Young were appointed as co-facilitators for the workstream.

### Outcomes

48. Members discussed possible sub-themes of the Forum as an initial basis to design the Forum programme:

(a) What is gender responsive financing for climate action and resilience – a holistic focus on:

(i) Tools, best practices and lessons learned in incentivising, delivering and scaling up gender-responsive finance for accelerating climate action and resilience;

(ii) Consideration of a variety of perspectives and examples, including those of multilateral funds, national and subnational frameworks, the private sector and community and local level planning and action;

(iii) Consideration of a wide variety of perspectives, knowledge and experience on gender-responsive financing for climate action and resilience, including Indigenous Peoples, youth and children;

(b) Challenges and opportunities to advancing gender-responsive climate financing in the context of delivering on the SDGs, including a focus on economic diversification and development and financing sectoral climate actions and resilience;

(c) Gender-responsive climate financing as a means to advancing social and economic empowerment of women;

(d) Investment frameworks, tools, criteria, data and reporting for gender-responsive financing for accelerating climate actions and resilience.

49. The SCF agreed to explore holding the Forum alongside other relevant UNFCCC climate finance meetings, where possible, with the aim of maximizing broader participation of relevant stakeholders and reducing costs and emissions related to travel for attendees, including the option of hosting the Forum from 2 to 3 September 2024 in conjunction with SCF 35 in the United Republic of Tanzania.

50. Furthermore, the SCF agreed to consider the Forum venue and dates by 1 May 2024 and requested the co-facilitators to prepare a recommendation for its consideration, to enable planning of the Forum to commence as soon as possible.

51. On the 2025 Forum on accelerating climate action and resilience through financing for sustainable food systems and agriculture, one member suggested to initiate outreach and engagement with potential partner institutions to advance the preparations.

### Next steps

52. Members are invited to submit further comments on the possible sub-themes to be considered by the co-facilitators by 15 April 2024.

53. A call for inputs on information, sub-themes, case studies, and potential organization to partner relating to the SCF Forum will be open until 21 April 2024.

54. The co-facilitators, with the support of the secretariat, will prepare a draft programme, taking into account discussions held during SCF 33, written comments from members to be shared with the SCF intersessionally, and submissions received through the call for inputs, for consideration at SCF 34. Furthermore, the co-facilitators will undertake outreach activities with stakeholders working on gender-responsive climate finance, including Parties and observers who will submit inputs.

55. The co-facilitators will consider potential venues and dates for the Forum and make a recommendation for consideration by the SCF by 1 May 2024.

**10. Draft arrangements between the Conference of the Parties, Conference of the Parties serving as the meeting of the Parties to the Paris Agreement and the Board of the Fund for responding to loss and damage**

Proceedings

56. The SCF took note of the background document SCF/2024/33/9, which contained potential elements of the draft arrangements between the COP, CMA and the Board of the Fund for responding to loss and damage (hereinafter referred to as the Board), as well as a draft workplan and timeline for the preparation of the work. Zaheer Fakir and Brittany Young were appointed as co-facilitators for the workstream.

Outcomes

57. Members considered proposed activities for conducting the work, within the limited timeline, including possible consultations with the Board of the Fund.

58. Members discussed approaches to prepare the draft arrangements with the Fund, consistent with the Governing Instrument of the Fund, ensuring that the Fund is accountable to and functions under the guidance of the COP and CMA. Members highlighted areas for consideration, as appropriate, to inform the development of the draft arrangements, including, lessons learned from the COP-GCF arrangements, strengthening conformity with guidance from Parties, enhancing coherence between the fund and other operating entities, as well as reporting and reviews.

59. The SCF agreed on the workplan for preparing the arrangements.

60. The SCF further agreed to inform the Board of the Fund regarding the initiation of the work by the Committee.

Next steps

61. Co-facilitators, with the support of the secretariat, will develop an initial draft of the arrangements for intersessional consideration and feedback by members in April 2024.

62. Co-Chairs, in consultation with co-facilitators, will communicate with the Board of the Fund regarding the initiation of the work by the SCF, including information on the workplan, and as appropriate, coordination and consultations on the matter.

**11. Linkages with constituted bodies of the Convention and the Paris Agreement**

Proceedings

63. The SCF took note of the background document SCF/2024/33/10, which contained potential areas of cooperation to enhance linkages with other constituted bodies and relevant thematic areas.

Outcomes

64. The SCF took note of the updates from members on their inter-sessional and upcoming activities:

(a) Gabriela Blatter participated in the joint working group meeting between the Adaptation Committee, the Least Developed Countries Expert Group and the SCF on methodologies for reviewing the adequacy and effectiveness of adaptation and support;

(b) Apollonia Miola engaged with the Paris Committee on Capacity-building and its informal coordination group.

(c) Vicky Noens will attend the twenty-third meeting of the Advisory Board of the Climate Technology Centre and Network, to be held from 19 to 24 April 2024 in Copenhagen, Denmark.

65. The SCF appointed focal points to represent the Committee in various constituted bodies and thematic areas in 2024:

(a) Mohammad Ayoub and Apollonia Miola: Adaptation-related matters, including the work of the Adaptation Committee; the joint AC-LEG-SCF working group on methodologies for reviewing the adequacy and effectiveness of adaptation and support; and the work of the Least Developed Countries Expert Group;

(b) Mattias Frumerie: Capacity-building related matters, including the work of the Paris Committee on Capacity-building;

(c) Ivan Zambrana Flores and Brittany Young: Matters related to indigenous peoples, including the work of the Facilitative Working Group of the Local Communities and Indigenous Peoples Platform;

(d) Kevin Adams, Zaheer Fakir and Ali Waqas Malik: Loss and damage-related matters, including the work of the Executive Committee and the Santiago Network

(e) Kevin Adams and Mohammad Ayoub: Response measures-related matters, including the work of the Katowice Committee of Experts on the Impacts of the Implementation of Response Measures;

(f) Kevin Adams: Transparency-related matters, including the Consultative Group of Experts;

(g) Diann Black-Layne and Vicky Noens: Technology-related matters, including the Advisory Board of the Climate Technology Centre and Network and the work of the Technology Executive Committee;

(h) Gabriela Blatter and Petrus Muteyauli: Mitigation-related matters, including the work of Article 6.4 Supervisory Body of the Paris Agreement, the work of the Executive Board of the Clean Development Mechanism, and the work of the Joint Implementation Supervisory Committee;

(i) Brittany Young and Patricia Roy Akullo: Gender and youth-related matters.

66. A member noted the need to enhance understanding on various thematic areas and work of constituted bodies and suggested that the secretariat facilitate knowledge-sharing and capacity-building across constituted bodies, as appropriate.

## **12. Report of the thirty-third meeting of the Standing Committee on Finance**

67. The SCF agreed to consider and adopt the report of the thirty-third meeting of the SCF intersessionally on a non-objection basis.

## **13. Other matters**

68. The SCF appointed Ali Waqas Malik and Vicky Noens as co-facilitators for the workstream on draft guidance to the operating entities of the Financial Mechanism.

69. The SCF took note of a letter from the African Group to the COP 28 and CMA 5 Presidency regarding the seventh review of the Financial Mechanism. Members deliberated on the provision of expert inputs by the SCF to the seventh review with respect to the fulfilment of the mandate in decision 11/CP.23, paragraph 5. Members further deliberated on the interpretation of the mandate and the inclusion and subsequent exclusion of the workstream from the SCF workplan post COP 26. The SCF requested the Co-Chairs, with the support of the secretariat, to provide any relevant update on a response to the letter by the Presidency, intersessionally.

70. The SCF considered the dates of future meetings in 2024:

(a) Reaffirmed SCF 34 to be held from 29 to 31 May 2024 in Bonn, Germany and requested the Co-Chairs to propose a flexible meeting schedule, taking into account that SCF 34 would coincide with several pre-sessional group coordination meetings;

(b) Agreed to hold SCF 35 in conjunction with other climate finance meetings and events, with a view to minimizing travel and cost as well as maximizing stakeholder participation across meetings. In this regard, the SCF agreed to reconsider the dates of SCF 35, including the option of hosting the meeting from 4 to 6 September in the United Republic



of Tanzania, and requested the Co-Chairs to make a recommendation for its consideration as soon as possible.

**14. Closure of the meeting**

71. In closing the meeting, the Co-Chairs thanked the SCF members and observers for their active and constructive engagement.

72. The Co-Chairs closed the thirty-third meeting of the SCF at 2 p.m. (CET), on Wednesday, 20 March 2024.

## **Annex I**

### **Outline of the report on common practices regarding climate finance definitions, reporting and accounting methods**

#### **Acknowledgements**

#### **List of Abbreviations**

#### **Executive Summary by the SCF**

#### **Technical report**

### **I. Introduction**

1. Background and objectives. Mandate stemming from decision -/CP.28, paragraph 7 and context, including references to other relevant decisions.
2. Scope. Explanation of the nature and scope of the report.
3. Approach used in preparing the report.
4. Challenges and limitations.
5. Structure of the report.

### **II. Context of applying climate finance definitions, reporting and accounting methods**

1. Parties: Reporting under the Convention and the modalities, procedures and guidelines of the enhanced transparency framework under the Paris Agreement.
2. Other climate finance providers: specific use cases and purposes of reporting climate finance.

### **III. Common practices in climate finance definitions in use**

1. Parties: common practices in climate finance definitions in use by Parties based on national reports submitted to the UNFCCC such as BRs and BURs, including on form and scope.
2. Other climate finance providers: common practices in climate finance definitions in use by other climate finance providers including on form and scope.

### **IV. Common practices in accounting methods**

1. Parties: common practices in accounting methods for climate-specific finance, points of measurement and attribution, including for private finance mobilized by public interventions and grant equivalent values as applicable, based on national reports submitted to the UNFCCC such as BRs and BURs.
2. Other climate finance providers: common practices in accounting methods for climate-specific finance, points of measurement and attribution, including for private finance mobilized by public interventions and grant equivalent values as applicable.

## **V. Common practices in reporting climate finance**

1. Parties: common reporting practices by parameter in use by Parties based on national reports submitted to the UNFCCC such as BRs and BURs.
2. Other climate finance providers: common reporting practices by parameter by other climate finance providers.

## **VI. Conclusions**

## **VII. Annexes**

## **VIII. References**

## Annex II

### Workplan and timeline to prepare the report on common practices regarding climate finance definitions, reporting and accounting methods

#### I. Mandate and objective

1. COP 28 requested the SCF to prepare a report on common practices regarding climate finance definitions, reporting and accounting methods among Parties and climate finance providers, building on the information in the technical report and executive summary of the SCF's report on clustering types of climate finance definitions in use in 2023, for consideration by the Conference of the Parties at its twenty-ninth session.<sup>3</sup>
2. The objective of the workplan is to ensure the delivery of the report on common practices regarding climate finance definitions, reporting and accounting methods among Parties and climate finance providers ahead of COP 29 in 2024.

#### I. Overall Approach

3. Building on the experience of the SCF, the work could be organized and implemented comprising *technical work* and *Committee-level work*. The technical work allows the SCF, with the support of the secretariat, to draw on information from relevant sources with the support of consultants if necessary.
4. Two co-facilitators would be appointed from within the membership of the SCF to guide the technical work intersessionally and during SCF meetings. The co-facilitators are supported by a technical team comprising of consultants and the UNFCCC secretariat.
5. The *technical work* includes literature reviews and stakeholder engagement through technical stakeholder dialogues which can be organised in conjunction with SCF meetings or separately, involving other contributors. This involves information gathering from a range of sources, both submissions received through previous mandates as well as other relevant reports.
6. The *Committee-level work* involves reviewing the technical work and providing further guidance. This includes providing input and reviewing drafts of the technical report and executive summary disseminated to the SCF for its consideration including through written comments. Draft chapters and papers may be circulated to SCF members 2–3 weeks prior to SCF meetings. SCF members may be encouraged to provide feedback and/or written comments ahead of the SCF meetings to facilitate their integration and discussion during the formal SCF meeting. SCF members may have an additional 1–2 weeks after the meeting to provide feedback or written comments on the circulated drafts.
7. In addition, SCF members may be invited to informal dedicated calls intersessionally to ensure timely development of the technical report ahead of formal SCF meetings.
8. The SCF may wish to identify key findings from the technical work and prepare an *executive summary* and/or recommendations as appropriate.

#### II. Outreach activities

9. Outreach is an important component of the preparation process, particularly for data collection, reviewing information gaps, and methodological issues. Given both the preparation of the BA and the report on common practices on climate finance definitions include a focus on compiling operational definitions and methodologies, it may be

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<sup>3</sup> In accordance with decision 5/CP.28, paragraph 7.

appropriate to consider combining outreach and stakeholder engagements, in particular the call for evidence, technical stakeholder dialogues and webinars and informal outreach to stakeholder groups with the preparations for the sixth BA, in addition to considerations owing to time constraints in preparing the report ahead of COP 29.

### III. Communications strategy

10. The SCF has identified the need to promote and disseminate the findings of its key products once launched across multiple communication and engagement channels. It has also identified the need to ensure ease-of-use and understanding of information presented in its work.

11. The report on common practices on climate finance definitions, accounting methods and reporting should, if agreeable to the SCF, consist of:

(a) A technical report prepared by a technical team under the guidance of the SCF. The technical report will be targeted at a technical audience, including relevant experts in the climate finance community, financial institutions, other multilateral institutions, NGOs, academia and Parties;

(b) An executive summary by the SCF. The executive summary will be targeted at a general audience to provide an overview of the key findings of the technical report and recommendations by the SCF for consideration by the Parties to the COP and CMA and is attached as an addendum to the SCF report to COP 29.

12. Within the technical report and the executive summary prepared by the SCF, consideration will be provided to how graphics and infographics may be used to highlight key messages and findings of the major elements of the chapters, to support the dissemination of the work of the SCF across different communication channels.

13. Following finalization of the report, the key findings will be disseminated through:

(a) Press release from the SCF and UNFCCC, including through social media channels;

(b) The SCF webpage will update key findings of the report and interactive graphics;

(c) Events to launch the report will include a SCF side event at COP 29 and other speaking opportunities or participation in related events on climate finance;

(d) Dissemination packages for SCF members will include a presentation slide deck on the content of the report, talking points notes and social media quotes will be prepared for SCF members for their potential use in their capacity as members of the committee and participation in various events.

### IV. Timeline

14. To ensure sufficient rigor, the work will be organized in four phases as outlined below. The table below presents possible milestones and an indicative timeline for the preparation of the report.

(a) **Phase I – developing and finalizing the scope and outline:** This phase involves developing the scope, structure and outline of the report to be initially discussed by the SCF at SCF 33;

(b) **Phase II – literature review and information gathering:** This phase will continue until the development of the pre-final draft of the report as relevant information becomes available. It will involve:

(i) Continuous literature review and information gathering from sources of information as they become available;

(ii) Engagement with various stakeholders, including Parties to confirm interpretation and presentation of data;

(iii) Further outreach through open technical stakeholder dialogues in conjunction with SCF meetings or webinars with broader stakeholder groups to gather inputs and views;

(c) **Phase III – development of the report:** This phase includes the iterative drafting of the report and presenting it for feedback at SCF meetings. A zero-order draft would be prepared ahead of SCF 34 based on the outline agreed at SCF 33, followed by a pre-final draft prepared ahead of SCF 35, based on written comments and feedback of SCF members. In parallel, the professional editing, graphic design and layout of the report will be prepared to ensure the report is ready for publication as soon as possible after SCF 35;

(d) **Phase IV – dissemination:** Following finalization of the report, the key findings will be disseminated through:

(i) A dedicated webpage on the SCF website;

(ii) SCF side events at COP 29;

(iii) Other communication channels with UNFCCC support including a press release and social media.

Table 1  
Possible milestones and indicative timeline for the report

Activities and deliverables	2024											
	Q1			Q2			Q3			Q4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Phase I: Developing and finalizing the scope and outline</b>												
Scope, structure and annotated outline		SCF 33										
<b>Phase II: Literature review and data gathering</b>												
Literature review												
Engagement with Parties, data providers, producers and aggregators												
<b>Phase III: Development of the report</b>												
Development of iterative drafts of the report					Zero-order draft (SCF 34)				Pre-final draft (SCF 35)			
Informal discussions on findings and insights, based on draft chapters of the technical report												
Professional editing and graphic design												
Layout, design and production of final report												
<b>Phase IV – dissemination</b>												
Development of web-based content												
Communication and promotion of the report												COP 29

## V. Expected outputs/deliverables

15. The key outputs may include:

- (a) The technical report on common practices common practices regarding climate finance definitions, reporting and accounting methods among Parties and climate finance providers and an executive summary by the SCF;
  - (b) Background papers and presentations for SCF meetings;
  - (c) SCF meeting reports with guidance on this agenda item;
  - (d) A dedicated webpage on the SCF website.
-