

CLIMATE INVESTMENT FUNDS

October 2, 2015

**WORK PROGRAM AND BUDGET FOR ENHANCING NATIONAL-LEVEL STAKEHOLDER ENGAGEMENT IN THE
CLIMATE INVESTMENT FUNDS**

I. BACKGROUND

1. At the joint meeting of the CTF and SCF Trust Fund Committees on May 11, 2015 the joint meeting reviewed document JOINT CTF-SCF/TFC.14/5, *Proposed Measures to Strengthen National-level Stakeholder Engagement in the Climate Investment Fund* and agreed to the measures proposed in the document, including proposals to:

- i. Foster the use of existing country systems for stakeholder engagement by considering in each country the existing regulations, policies, practices, and institutions for participation, particularly existing processes for consultations, and how these can be used, adapted, or strengthened for the CIF purposes.
- ii. Plan and adhere to an effective process of stakeholder engagement, including assisting the CIF pilot countries to conduct regular stakeholder mapping to identify: a) priority stakeholders; b) relevant networks and fora; c) likely issues; and d) the necessary consultations for the investment plans.
- iii. Address capacity needs and foster stakeholder engagement by creating opportunities for substantive exchange between pilot countries for peer-to-peer learning on stakeholder engagement and other related issues.
- iv. Harmonize the principles for stakeholder engagement across CIF programs (CTF, SREP, PPCR and FIP), acknowledging the unique features of the four programs.

2. The joint meeting requested the CIF Administrative Unit to work with the pilot countries, observers and MDBs to prepare a work program and budget for FY16 and FY17 to carry out the measures agreed above, and to submit the agreed work program and budget to the CTF and SCF Trust Fund Committees for approval.

II. ACTION ITEMS AND EXPECTED OUTCOMES

3. The following work program and budget for FY16 and FY17 was prepared in response to the decision above. It was developed collaboratively and agreed upon by the pilot countries, observers, MDBs, and the CIF Administrative Unit by email. The following items were prioritized for implementation in the next two years (FY16 and FY17):

- a) **Foster the use of existing country systems for stakeholder engagement:**
To implement this measure, two actions will be taken. Firstly, it is necessary to identify and increase the visibility of existing information and experience on the use of country systems. Second, it is necessary to identify CIF countries that have MDB-equivalent systems to address stakeholder engagement. The expected outcomes under this action items will be three fold: (1) Knowledge product on the Use of Country Systems, (2) Information materials that cover MDBs guidelines, reports, and policies on the USCS, (3) A paper on how country

systems can be used for CIF purposes. This paper will be presented to the Trust Fund Committee as information document.

- b) **Plan and adhere to an effective process of stakeholder engagement:**
This measure will be implemented through the preparation of a best practice guide on stakeholder mapping based on existing practices within the CIF and beyond. The outcome of this action item will be a knowledge product on stakeholder identification, analysis, relationship visualization, and prioritizations. This best practice guide document on stakeholder mapping will provide CIF countries additional information to clearly and realistically organize, execute, and follow up stakeholder consultation processes.
- c) **Address capacity needs and foster stakeholder engagement:**
Implementation of this will be achieved by fostering peer-to-peer support and advice among countries on stakeholder engagement through expanded experience-sharing mechanisms. These mechanisms include expanded Pilot Country Meetings and study visits.
- d) **Harmonize the principles for stakeholder engagement across CIF programs:**
This measure requires the identification of the principles in the CIF governance framework, operational guidelines, and design documents that need to be harmonized across CIF programs. It is a multi-step process. A brief paper on how to harmonize the CIF stakeholder engagement principles for CIF programs will be prepared for the Trust Fund Committee approval.

III. BUDGET ASSUMPTIONS

- 4. This budget and work plan is made with the following assumptions:
 - a) The scope of existing pilot country meetings is being expanded to include experience-sharing among CIF countries on stakeholder engagement. That cost of observers' and members' participation in pilot country meetings is covered by the CIF Administrative Unit
 - b) In FY 16, four countries (two from SREP and two from PPCR) will be selected to offer on-the-ground assessment and insight to selected four new countries recently added to their CIF program. As part of this plan, delegations from long standing pilot countries will travel to selected new pilot countries for country study visits. The delegation of each long-standing pilot country chosen for this purpose could include three government officials and one observer.
- 5. In FY 17, six countries will be selected to offer on-the-ground assessment. Of these six countries, three will be FIP pilot countries, one will be a CTF country, one will be a SREP pilot country, and one will be a PPCR pilot country. Two of the chosen long-standing FIP pilot

countries will send delegations to two new FIP pilot countries, i.e. each FIP country delegation will visit a single FIP country. Furthermore, one other long-standing FIP pilot country will send a delegation to a new PPCR pilot country, one CTF country will send a delegation to a new SREP pilot country; one SREP pilot country will send a delegation to a CTF country, and one PPCR pilot country will send a delegation to a new FIP pilot country. Again, country delegations will include three government officials and one observer.

c) A consultant will research, analyze and prepare paper and knowledge products.

IV. WORK PROGRAM

No.	Actions	Objectives	Date	Budget
1.	Identify and increase the visibility of existing information and experience on the use of country systems.	To foster the use of country systems for stakeholder engagement in the CIF by considering existing regulations, policies, practices, and institutions of CIF countries for stakeholder consultation.		20*210 = 4,200
	<ul style="list-style-type: none"> - An outline of information to be collected is prepared. MDBs' guidelines, study reports, knowledge products and other materials on the USCS for safeguard policies, procurement, and consultation will be collected. 		FY 17, 1 st Quarter (July-September)	Assumptions: -Number of days: 20 -Consultant rate: \$210
	<ul style="list-style-type: none"> - Organize collected MDBs materials and post on the CIF website 		FY 17, 1 st Quarter (July-September)	
2.	Identify CIF countries that have MDBs equivalent systems to address stakeholder engagement			
	<ul style="list-style-type: none"> - Identify countries whose systems for safeguard, procurement, or participation have been used by the MDBs. 		FY 17, 2 nd Quarter (October-December)	90 * 600= 54,000
	<ul style="list-style-type: none"> - Identify MDBs and other international organizations experience on providing support to strengthen country systems 		FY 17, 1 st Quarter (July-September)	Assumptions: -Number of days: 90 -Consultant rate: \$600

	where there appear to be gaps or weaknesses.			
	- Prepare information material on how country systems can be used, adapted, or strengthened for CIF purposes.		FY 17, 2 nd Quarter (October-December)	
3.	Prepare best practice guide on stakeholder mapping based on existing practices within the CIF and beyond.	To assist CIF countries to conduct stakeholder mapping to identify priority stakeholders, likely issues that will surface, and the appropriate degree of consultation.	FY 16, 3 rd Quarter (January-March)	90*300 = 27,000 Assumptions: -Number of days:90 -Consultant rate: \$300
4.	Foster peer-to-peer support and advice among countries on stakeholder engagement through expanded experience-sharing mechanisms.	To create opportunities for substantive exchange		
	- Expand the scope of existing pilot country meetings so as to include experience-sharing among CIF countries on stakeholder engagement	between pilot countries to foster peer-to-peer support and advice on stakeholder engagement	FY 16 (whenever pilot country meeting are organized)	Assumptions: The budget will be covered from pilot country meetings and additional cost is not expected.

	<ul style="list-style-type: none"> - Organize study visits for pilot countries including sending experienced CIF country focal points to other CIF countries to offer on-the-ground assessment and insight in areas of expertise 	and other issues.	FY 16, 4 th Quarter (April-June)	$3880 * 4 * 4 = 62,080$ Assumptions: -Flight + accommodation + subsistence cost: \$3880 - Number of study visit days: 4 ‡ Number of selected countries for the study visit: 4
			FY 17, 1 st and 2 nd Quarters	$3880 * 4 * 6 = 93,120$ Assumptions: The same assumption as the above one was taken except that ‡‡ six countries will be selected for the study visit.
5.	Identify principles in the CIF governance framework, operational guidelines, and design documents that need to be harmonized across CIF programs	To ensure harmonization in the principles for stakeholder engagement across CIF programs.		$90 * 300 = 27,000$ Assumptions:
	<ul style="list-style-type: none"> - Identify principles in multi-stakeholder processes that cut across all CIF programs 		FY 17, 3 rd Quarter (January-March)	-Number of days:90 -Consultant rate: \$300
	<ul style="list-style-type: none"> - Prepare suggestions on how to harmonize the principles for stakeholder engagement across CIF programs while embracing a differentiated approach to stakeholder engagement based on 		FY 17, 3 rd Quarter (January-March)	

	the nature and characteristics of CIF programs			
	FY16			89,080
	FY17			178,320
	Total			267,400

- For further information, please refer the explanation provided on Number 4b on page 3
- For further information, please refer the explanation provided on Number 5 on page 3