



**Forest Carbon Partnership Facility (FCPF)**

**Twentieth Meeting of the Participants Committee (PC20)**

and

**Eighth Meeting of the Participants Assembly (PA8)**

**AGENDA**

**DoubleTree Hilton Hotel Cariari  
San Antonio de Belen Ciudad Cariari  
San Jose, Costa Rica  
TEL: +506-2-239-0022**

<http://doubletree3.hilton.com/en/hotels/costa-rica/doubletree-by-hilton-hotel-cariari-san-jose-costa-rica-SJODTDT/index.html>

### Wednesday, November 4

08:00	<i>Registration</i>
<b>1. Opening of Participants Committee Meeting (PC20)</b>	
08:30	1a. Welcome (Hon. Fernando Mora, Vice Minister, Ministry of Environment and Energy of Costa Rica)
09:00	1b. Review and approval of meeting agenda (Co-Chairs: Jorge Mario Rodriguez, Costa Rica, on behalf of REDD Country Participants; and Morten Nordskog, Norway, on behalf of Donor Participants)
09:30	1c. Overview of contact groups and PC Resolutions (Markus Pohlmann)
<b>2. Readiness Packages</b>	
09:45	2a. Readiness Assessment Framework: Setting the stage for R-Package Reviews (Simon Whitehouse)
10:00	2b. Costa Rica (Ricardo Ulate, Costa Rica; Simon Reitbergen, TAP; Leonel Iglesias, on behalf of World Bank) – <i>resolution sought</i>
11:30	<i>Coffee break</i>
<b>3. Mid-Term Progress Reports with requests for additional funding</b>	
12:00	3a. Mozambique (Mozambique; World Bank) – <i>resolution sought</i>
13:30	<i>Lunch</i>
14:45	3b. Chile (Osvaldo Quintanilla, Chile; Leonel Iglesias, on behalf of World Bank) – <i>resolution sought</i>
16:15	<i>Coffee break</i>
16:30	<i>Contact groups on draft PC Resolutions on Chile, Mozambique</i>
18:00	<i>Contact group on draft PC Resolutions on Costa Rica</i>

### Thursday, November 5

08:00	3c. Nepal (Narendra Chand, Nepal; Abdelaziz Lagnaoui, World Bank) – <i>resolution sought</i>
09:30	<i>Coffee break</i>
09:45	<i>Contact groups on draft PC Resolution on Nepal; others if needed</i>
<b>4. Facility Issues</b>	
11:15	4a. PC decision-making modalities (Stephanie Tam)
12:15	<i>Lunch and contact groups on draft PC Resolutions, if needed</i>
13:45	3d. Report back from contact groups (FMT facilitator of each contact group)
14:15	4b. Second Evaluation of the FCPF (FMT, Co-chairs of Oversight Committee, evaluation consultants, FMT) – <i>resolution sought on evaluation budget</i>
<b>5. Closing</b>	
15:15	5a. Next meetings (Stephanie Tam)
15:30	<i>Coffee break</i>
16:00	5b. Presentation by the Green Climate Fund (Juan Chang)
17:00	5c. Adoption of PC Resolutions (Markus Pohlmann)

17:30	5d. Co-chairs' conclusions (Co-chairs)
17:45	<i>End of PC20 meeting</i>
18:00-20:00	<i>Reception hosted by FCPF</i>

## FCPF Participants Assembly, Eighth Meeting (PA8)

Friday, November 6

08:00	<i>Registration</i>
<b>1. Opening of Participants Assembly Meeting (PA8)</b>	
09:00	1a. Welcome (Ellysar Baroudy)
09:15	1b. Review and approval of meeting agenda (Co-chairs)
<b>2. Reports from the FMT and PC</b>	
09:30	2. Update on progress, and presentation of FY15 Annual Report (Ellysar Baroudy)
10:30	<i>Coffee break</i>
<b>3. Remarks by Observers and Delivery Partners</b>	
11:00	3a. Inter-American Development Bank (Omar Samayoa) 3b. United Nations Development Programme (Tim Clairs) 3c. UN-REDD Programme (Mario Boccucci) 3d. Indigenous Peoples 3e. Southern civil society organizations 3f. Northern civil society organizations 3g. International Organizations (Patrick Wylie, IUCN)
<b>4. Remarks by Other REDD+ Initiatives</b>	
12:00	4. Forest Investment Program
<b>5. Legal Matters</b>	
12:15	5. Procedures for election of the Participants Committee and Bureau of the Participants Committee (Markus Pohlmann)
12:30	<i>Lunch and Election of the PC and PC Bureau</i> <ul style="list-style-type: none"> <li>• Caucus of REDD Country Participants</li> <li>• Caucus of Donor Participants and Carbon Fund Participants</li> </ul>
<b>6. Closing</b>	
14:00	6a. Report on results of the election of the PC and PC Bureau (Markus Pohlmann)
14:30	6b. Co-chairs' conclusions (Co-chairs)
15:00	<i>End of PA8 meeting</i>

**Saturday, November 7**

<b>Field visit</b>
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**Sunday, November 8**

<b>Joint FCPF/UN-REDD Programme Knowledge Exchange Day</b>	
8:45-17:30	Knowledge Management workshops (see separate agenda)

## ANNOTATIONS FOR PC20

Materials available at <https://www.forestcarbonpartnership.org/PA8/PC20> unless otherwise indicated.

### Session 1b (Review and approval of meeting agenda)

The PC20 Co-chairs will introduce and request approval for the agenda, focusing on the key topics and objectives and expected PC actions.

### Session 1c (Overview of contact groups and PC Resolutions)

The FMT will briefly introduce the topics that require deliberation in the PC contact groups and adoption of a PC Resolution at PC20. See table below.

Resolution # and Topic	FMT Facilitator	Meeting Room	Nov 4, 16:30	Nov 4, 18:00	Nov 5, 9:45	Nov 5, 12:15
1. Chile's request for \$5m additional funding	Leonel Iglesias	Burica 1				
2. Mozambique's request for \$5m additional funding	Karin Kaechele	Cocorí 1-3 (Plenary)				
3. Nepal's request for \$5m additional funding	Rajesh Koirala / Neeta Hooda	Maracas				
4. Costa Rica's R-Package	Leonel Iglesias	Cocorí 1-3 (Plenary)				
5. Budget for Second Evaluation of FCPF	Simon Whitehouse	Cocorí 4				If necessary

### Session 2. Readiness Packages

As per the FCPF Charter, a REDD Country Participant may submit a Readiness Package (R-Package) based on progress in implementing its R-PP, and request the PC to endorse it. The format and process for Readiness Packages are laid out in the Readiness Package Assessment Framework and the PC14 Resolution that adopted the framework. Costa Rica has submitted its R-Package for endorsement at the PC20 meeting.

Background documentation: Costa Rica's Readiness Package and the Technical Advisory Panel (TAP) review of the Readiness Package are available on the PC20 webpage. The Readiness Package Assessment Framework (FMT Note 2013-1 rev) and Resolution PC/14/2013/1 are available on the PC14 website at <https://www.forestcarbonpartnership.org/pc14-march-19-21-2013-washington-dc-usa>.

Expected PC action: The PC may adopt a resolution which: 1) recognizes the readiness progress achieved to date, and 2) lists strengths and areas for improvement.

### **Sessions 3a-c. Mid-Term Progress Reports with requests for additional funding**

Chile, Mozambique and Nepal will present their Mid-Term Progress Reports on implementation of their FCPF grants, and their requests for additional readiness funding of up to US\$5 million. The World Bank, in its capacity as Delivery Partner to each of these Countries, will also present its assessment of the progress achieved so far.

Background documents: Chile, Mozambique and Nepal's Progress Reports and requests for additional funding are available on the PC20 webpage.

Expected PC action: The PC may adopt a resolution for each Country, allocating additional funding.

### **Session 4a. Second Evaluation of the FCPF**

As per the FCPF Monitoring and Evaluation Framework endorsed by the PC, a second FCPF evaluation was mandated for 2015 and is currently underway. The consultants conducting the evaluation (Indofur) have drafted an inception report which is being reviewed by the evaluation Oversight Committee. The co-chairs of the evaluation Oversight Committee will provide an update, followed by an update by the Indofur consultants who are conducting the evaluation. The FMT will then present the budget implications of the ongoing work.

Background documentation: An update presentation on the inception report will be available on the PC20 webpage.

Expected PC action: A resolution is sought to approve an increased budget for the evaluation, due to additional work requested of the consultants, Oversight Committee and FMT. The PC may also provide feedback on presentation and the overall approach.

### **Session 4b. PC decision-making modalities**

Based on the current meeting schedule, there are ten PC meetings remaining during the lifetime of the FCPF Readiness Fund. Meanwhile, a large number of Mid-term reviews and requests for additional funding and R-Packages are anticipated to be submitted for PC review and potential decision, in addition to other business and decisions that need to be made.

The PC has called for the consideration of ways to increase the efficiency of PC meetings, and to ensure that progress in Countries is not slowed due to processes. While PC17 agreed to use a virtual process for some PC reviews and decisions (R-PP reviews, allocation of \$3.8 million Readiness Preparation grants, and Mid-Term Progress report reviews), the PC felt more in-person experience was needed with reviewing requests for additional funding and R-Packages before moving forward with virtual review of these documents in the near future.

The FMT will present a timeline of expected PC decisions in the coming years, and a proposal for virtual review/decision-making on requests for additional funding and R-Packages.

Background documentation: A presentation will be available on the PC20 webpage.

Expected PC action: The PC could provide guidance on whether requests for additional funding and R-Packages can be decided on virtually, how to facilitate discussions and decision-making virtually, and on what types of information Participants need to feed into virtual reviews/decisions.

## ANNOTATIONS FOR PA8

### **Session 2. Update on progress, and presentation of FY15 Annual Report**

As per the FCPF Charter, the PC shall report to the PA at each Annual meeting on the decisions made by the PC and, where appropriate, other issues discussed by the PC. It is anticipated that the PC20 Co-chairs will defer to the FMT to provide this report, as well as to report on other progress made in the FCPF more broadly. As such, the FMT will present the Fiscal Year 2015 annual report which covers July 1, 2014 – June 30, 2015, as well as specific progress made since PC19 in May 2015.

Background documentation: The Annual Report will be available on the PC20 webpage and FCPF home page. The updated Dashboard and Country Progress Sheets are also available on the FCPF website.

Expected PC action: None.

### **Sessions 3a-g. Remarks from Observers and Delivery Partners**

The Observers recognized in the FCPF Charter and the Delivery Partners approved by the PC will make remarks on developments in the past fiscal year and looking forward into the future. Approximately five minutes will be set aside for each representative.

### **Session 4. Remarks from Forest Investment Program (FIP)**

The FIP will make remarks on developments in the past fiscal year and looking forward into the future.

### **Session 5. Election of the Participants Committee and Bureau of the Participants Committee**

Background documentation: FCPF Charter, sections 10.02 (b) and 11.2; Rules of Procedure for Meetings of the Participants Committee, article VII; and PC election criteria agreed by financial contributors in May 2011 are accessible at

<http://www.forestcarbonpartnership.org/sites/fcp/files/Documents/tagged/6.FCPF%20PC%20Donor%20%26%20CF%20Participant%20Election%20Principles%2005-17-11.pdf>.

Expected PA action: The Participants will break into caucus groups (REDD Country Participants in one group, and Donor Participants and Carbon Participants in the other group) and elect their representatives (14 members each for the PC, among whom three Donor Participant and Carbon Participant members and five REDD Country Participant members to serve on the Bureau).