

# SWG Consultative Membership – Meeting #1 – 4 February 2021

Ministry of Economy, Level 2, East Wing Conference Room

## Validation of the SWG TOR and co-development of the No- Objection Letter (NOL) Procedure



# Introduction



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- The Fiji National Designated Authority (NDA) to the Green Climate Fund (GCF) - the Ministry of Economy - is setting up and operationalising a mechanism for consultative stakeholder consultation which is broad and inclusive
- There are two elements to this mechanism:
  - 1/ Setting up the NDA Portal – a website accessible to all – in progress
  - 2/ Setting up Sectoral Working Groups – these have now been established

# Sectoral Working Groups



- The first SWGs were held in November 2020
- This led to a call for Expressions of Interest to establish open and consultative membership groups
- The membership of the consultative SWG was selected based on criteria that have been circulated
- Terms of Reference (TOR) have been drafted based on the feedback from November
- This is the 1<sup>st</sup> meeting of the consultative membership group which aims to:
  - Review the consultative group TOR
  - Co-develop the No Objection Letter procedure

# Purpose of SWGs – a quick reminder



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- 1. Consultative Members.** This specific group of members has been invited by the NDA to provide advice, feedback and recommendations in the development and appraisal of NDA policies and procedures and GCF concept notes and funding proposals. These members have been selected as a manageable lean group of experts (up to 12 sector experts) with a balance of public, private, NGO and CSO stakeholders and research institutions.
- 2. General Open Membership.** Members are included in a general Community of Practice. Members will be notified of and can participate in events, seminars, public consultations, training, outreach, surveys and other activities. A regular newsletter will keep members informed and updated on activities, including of the consultative group.

The TOR for the consultative group will be discussed today.

A TOR for the open group has also been developed.

# No-Objection Procedure



- All GCF projects need from the NDA:
  - 1/ a Letter of Support (LoS) at the Concept Note stage and
  - 2/ a No-Objection Letter (NOL) for the submission of the Full Proposal
- A Draft Procedure for these processes has been prepared to be discussed today

# Outcome



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1 / Integrate feedback and Validate the consultative group TOR

2/ Receive feedback on the Letter of Support and No-Objection Letter procedures enabling the development of a final draft for internal approval



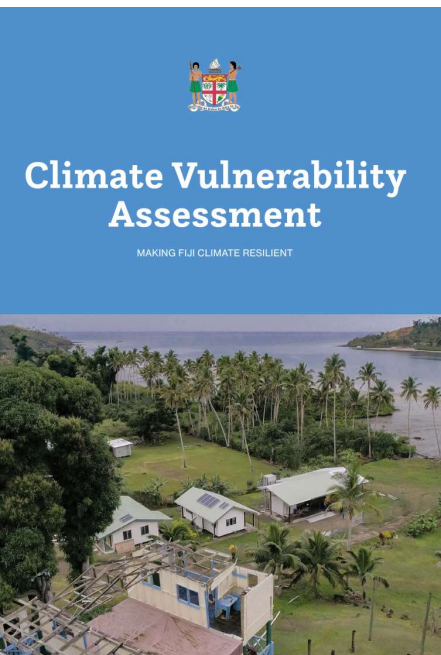
# Session 1

## Sector Working Groups: Terms of Reference



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# Climate Finance Needs Outweigh Current Climate Finance Flows



**FJ \$9.3 billion**

**Adaptation**

Required to fortify Fiji's development aspirations outlined in the 5-Year and 20-Year National Development Plan. Calculated using climate modeling of climate and disaster risks on 10, 50 and 100 year scenario.

Required to deliver on Fiji's NDC commitments with a strategic focus on energy generation and transmission, energy demand side management and energy efficiency in transportation.

**Mitigation**

**FJ \$5.94 billion**



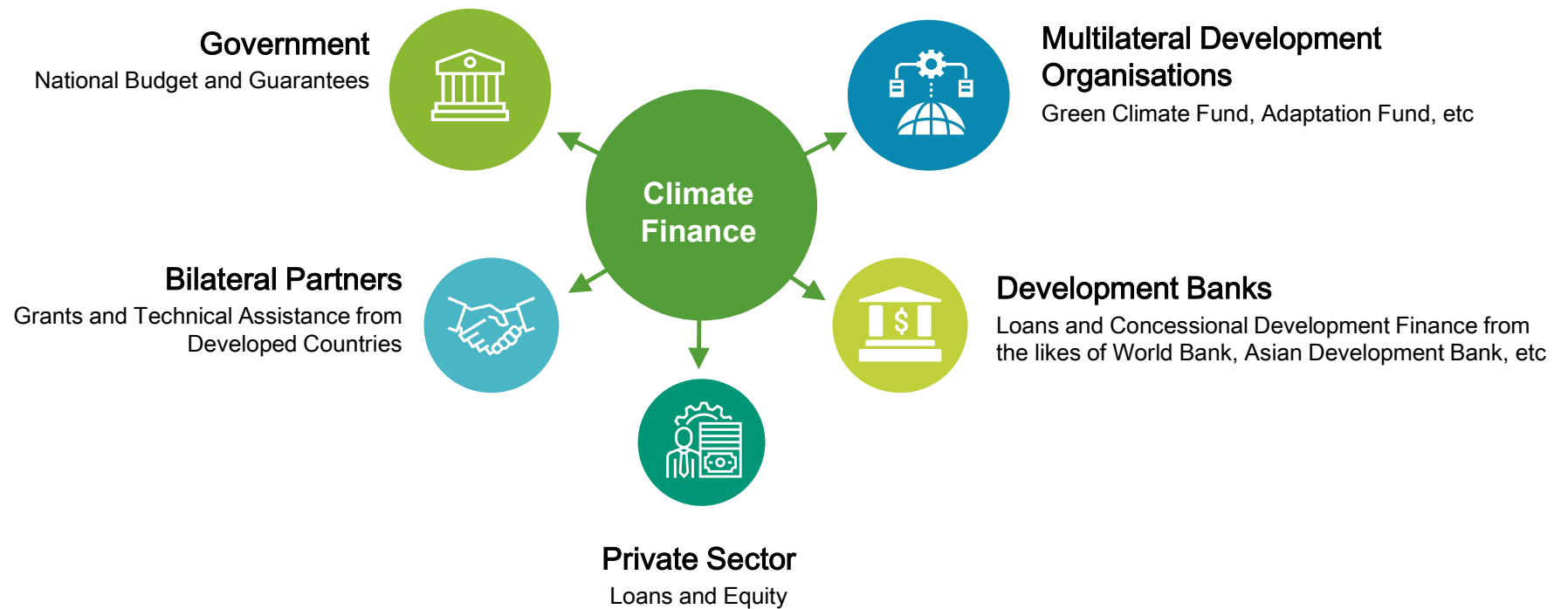




## Why create Climate Finance Sector Working Groups?

- Climate Change is everyone's business – and financing adaptation and mitigation requires partnerships
- Coordination critical to ensure priorities are addressed efficiently, are aligned to national priorities and support various different sector priorities and geographical areas
- Accessing finance can be complex and time intensive
- Structured approach to strengthening engagement and partnerships of the Climate Change and International Cooperation Division (CCICD) with other government ministries, civil society organisations and the private sector
- To ensure proposal development is consultative, open, fair transparent and inclusive
- To establish a clear process through which stakeholders can stay engaged with Government processes

# How Do We Mobilise Climate Finance ?



## Sector Working Group – Thematic areas



SWG 1: Sustainable Livelihoods and Healthy Communities  
(Access to food, water and health security)

SWG 2: Ecosystems and Ecosystem Services and Sustainable  
Land Management

SWG 3: Climate Resilient Infrastructure, Sustainable Energy  
and Built Environment

SWG 4: Sustainable Transport



Why are you here?





Initial SWG meetings in  
November 2020

Call for EOI to join Sector  
Working Groups

110 EOIs submitted for open  
and consultative membership



## Criteria for selection

- Balance of civil society organisations / government / private sector / academic or researcher
- Representative of an organisation / industry groups rather than individuals or individual companies
- Gender balance
- Youth representation
- Sufficient climate finance project or investment experience / expertise to contribute
- Desirable to be based in Fiji to attend in person meetings



# We need you!



## Terms of reference – Consultative Group Objectives



- Ensure open and transparent communication, information and knowledge exchange between stakeholders with an interest in climate finance including project proponents, developers, the Direct Access Entities (e.g., FDB. Fiji Development Bank and Ministry of Economy), International Accredited Entities (IAEs), internal governmental and external non-governmental stakeholders as a Community of Practice.
- Share information on national climate change policies, planning and key priorities to support alignment of all climate change related projects and initiatives to Government priorities.
- Support the development of projects aligned to these priorities and support all stakeholders in Fiji to strengthen their capacity to access both international and domestic climate finance.



# Terms of reference – Consultative Group Objectives



- Facilitate the exchange of information and ideas on climate change and climate finance best practice, programmes and projects, lessons learned, public policies and plans.
- Share and co-create knowledge among stakeholders, with a particular focus on successful climate change technologies and innovations, best practices and case studies on adaptation and mitigation solutions.
- Identify opportunities and gaps to access and utilise climate finance to scale up adaptation and mitigation solutions in Fiji.
- Provide advice to support the National Designated Authority (CCICD) in its role



Objectives  
Questions?  
Feedback?





## Terms of reference – Consultative Group

### Key roles and responsibilities

- 12 members representing government, civil society organisations, private sector and academia
- Representative groups – please share and seek views from your organisations
- CCICD will provide Secretariat and Head / Director will co-chair meetings (with another non-government co-chair from the membership)
- Chairs will guide discussions and facilitate agreement of key decision points and actions

## Terms of reference – Consultative Group

CCICD as Secretariat is responsible for:



- Organising a calendar of meetings based on agreed priorities by the SWGs
- Proposing topics and preparing background material to support meetings
- Uploading all relevant material to the NDA / Climate Change Portal to support the SWGs
- Taking notes during meetings and circulating minutes of meeting to members
- Maintaining an up-to-date database of SWG members
- Maintaining a list of frequently asked questions that arise during SWG meetings
- Responding to SWG member requests as required

## Terms of reference – Consultative Group

### Roles and Responsibilities

- Actively contributing to the discussions and sharing information of relevance
- Providing advice and guidance to CCICD and the wider SWG membership
- Representing their organisations and providing feedback to and from their organisation
- Seeking feedback from their organisation / members as relevant
- Taking the lead in following up on relevant action points as required



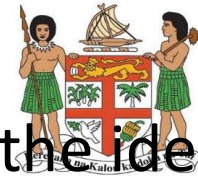


Roles and  
Responsibilities  
Questions?  
Feedback?



## Guiding principles

- Be open, respectful, and appreciative to the ideas of other members and participants
- Work toward resolution of matters in a constructive, professional, and timely manner
- Acknowledge diverse views and include in meeting summaries
- Promote transparency, inclusivity, collaboration and mutual accountability
- Multi-stakeholder, multi-sector, participatory
- Proactive and ongoing
- Promote gender and social inclusion





Principles  
Questions?  
Feedback?





# Suggestions for 2021 SWG consultative meetings (4 per year)



- Consultation on designing the NDA portal and online/electronic interactions with stakeholders
- Training on the templates for appraisal of a GCF concept note and funding proposal (as part of the LoS and NOL procedure)
- GCF portfolio review
- Awareness raising on the Fiji Climate Finance Country Programme (which prioritises all climate finance sectors/projects for Fiji)
- Training on how to develop a high-quality concept note

Next meetings are proposed in April, July and September 2021

# Suggestions for SWG open meetings (2 per year)



It is proposed to hold these meetings as Webinars to allow maximum participation and also to make them resource efficient to hold.

## Topics:

- Awareness raising on LOS and NOL procedures and the Fiji Climate Finance Country Programme (which prioritises all climate finance sectors/projects for Fiji)
- Training on how to develop a high quality concept note

## Timing:

Meetings are proposed in May and September 2021



Feedback?  
Questions?





Thank you



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Thank you!



***Session 2***  
***Fiji's Letter of Support and No-Objection***  
***Letter draft procedures***

## **Content:**

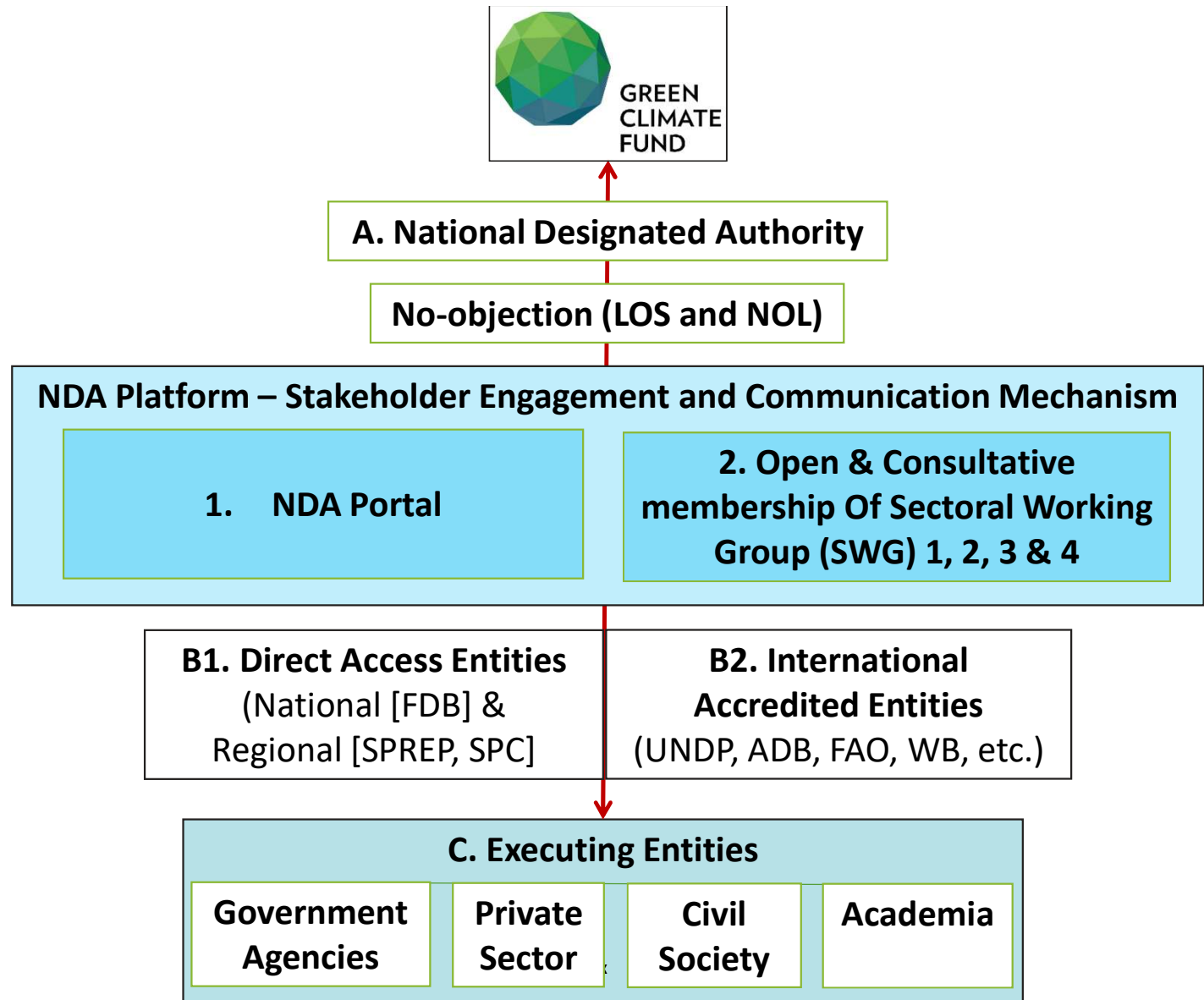
1. Quick reminder of GCF Governance and the roles of different stakeholders in Fiji
2. Principles and main purpose of LoS and NOL procedures
3. Fiji's LOS and NOL draft procedures



# 1. Quick reminder of GCF governance, roles NDA and stakeholders in Fiji

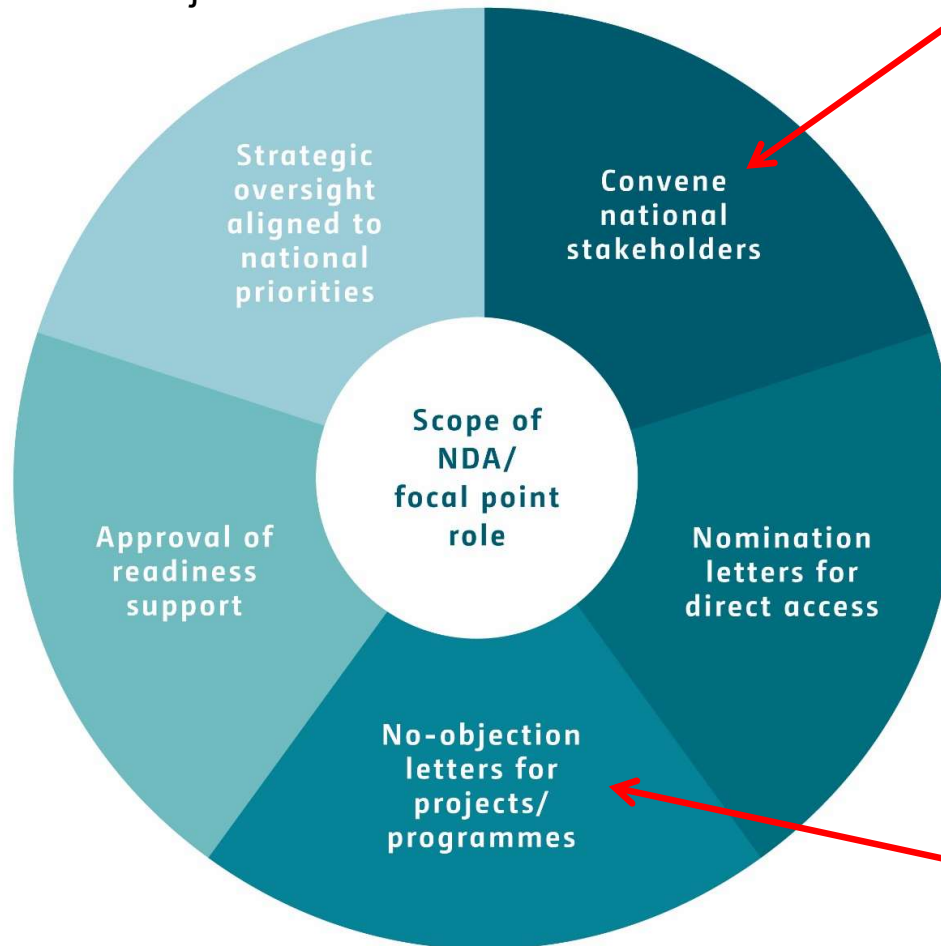


# GCF governance Structure in Fiji



# Five Roles of NDA

The Ministry of Economy is the NDA in Fiji.



A. Stakeholder Engagement Framework that is open, fair, transparent and inclusive  
B. NDA Portal and Sectoral Working Group

LOS and NOL procedures

## 2. Principles of the LoS and NOL procedures

- Whole-of-government and whole-of-society mechanism that is open, fair, transparent and inclusive to generate buy-in and ownership
- Efficient and effective process with no unnecessary delays
- NDA Secretariat that is supportive to stakeholders with high professionalism
- Transparency on the LoS and NOL procedures including consultation, feedback and awareness raising
- NDA communicates and displays procedure and LoS and NOL issued via NDA portal (under development)

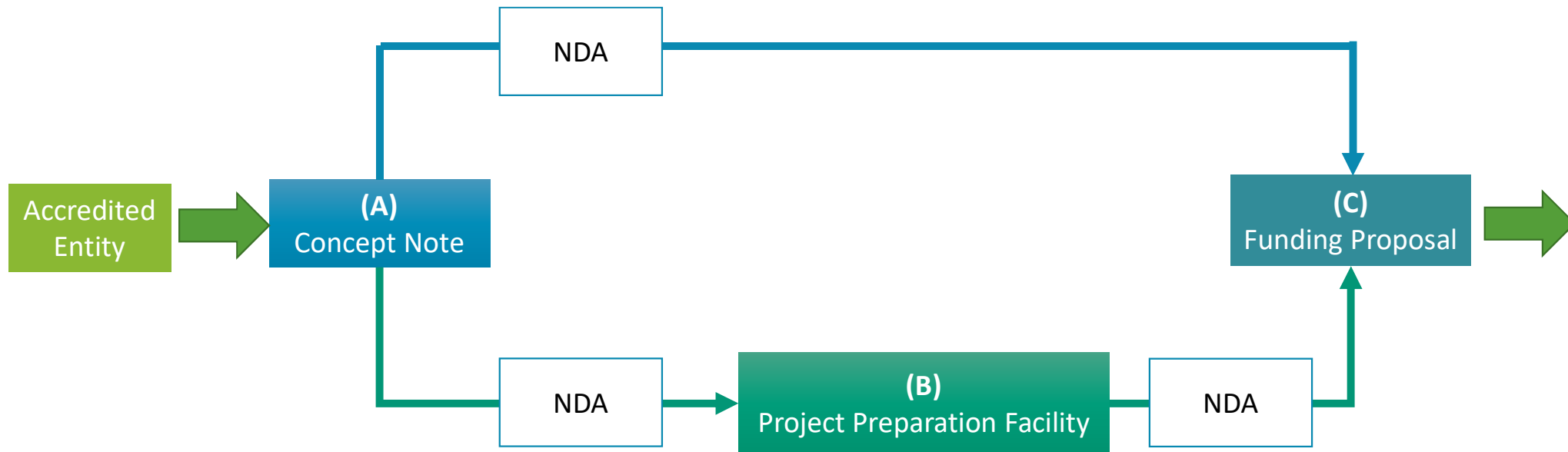
## 2. Purpose of the Fiji No Objection procedure

- Ensure AEs informs NDA of their intention to submit a CN or FP to the GCF
- Ensure alignment with national development and climate finance priorities

**Stage 1: Concept Note** stage - A **Letter of Support** is issued by NDA to AEs for CN to be submitted to the GCF.

**Stage 2: Funding Proposal** stage – A **No Objection Letter** is issued to AEs for Full Proposals and to be submitted to the GCF by the NDA

## FIJI'S STAGES OF GCF PROJECT PREPARATION – From Concept Note to Funding Proposal

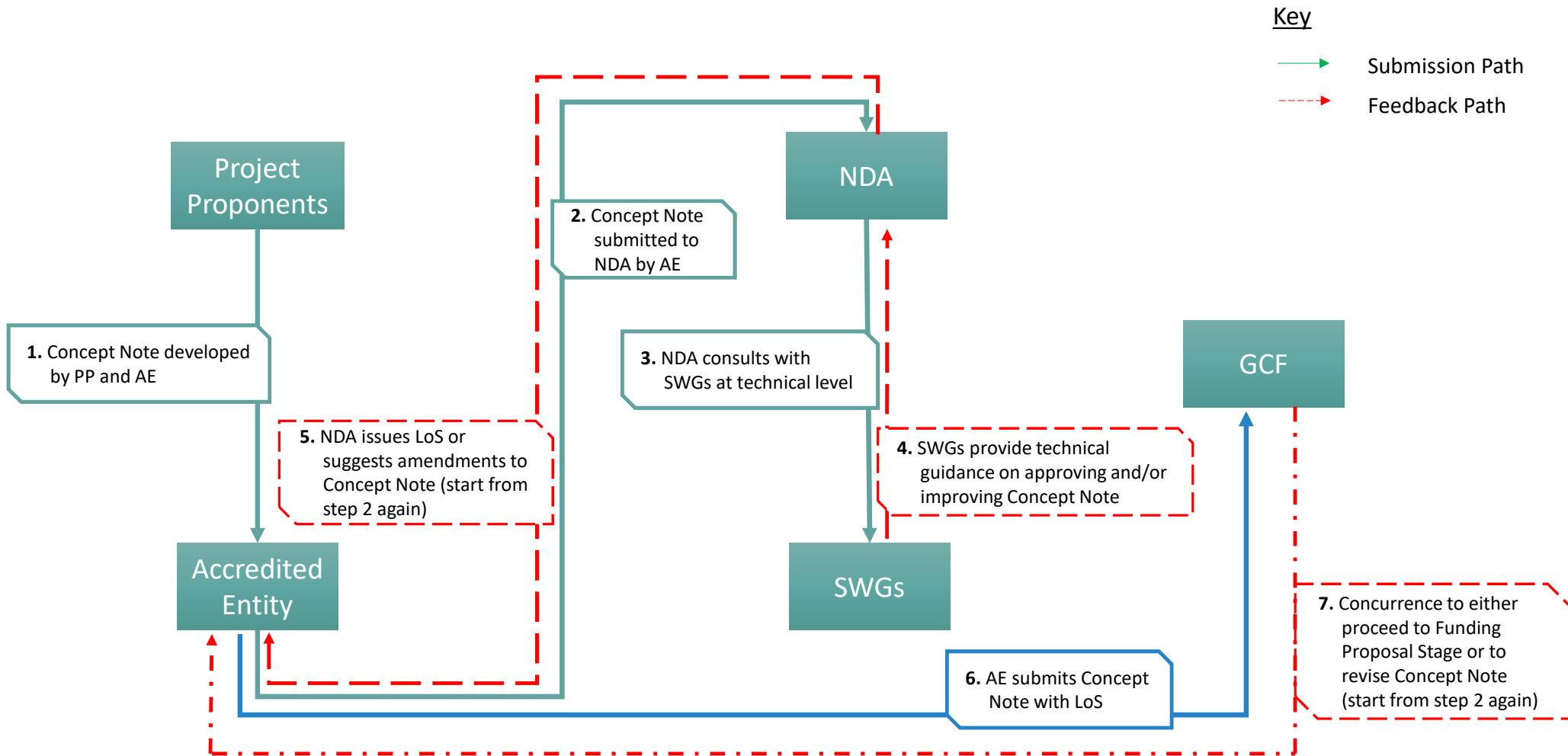


A Project Proponent (PP), in collaboration with a GCF Accredited Entity (AE) can either:

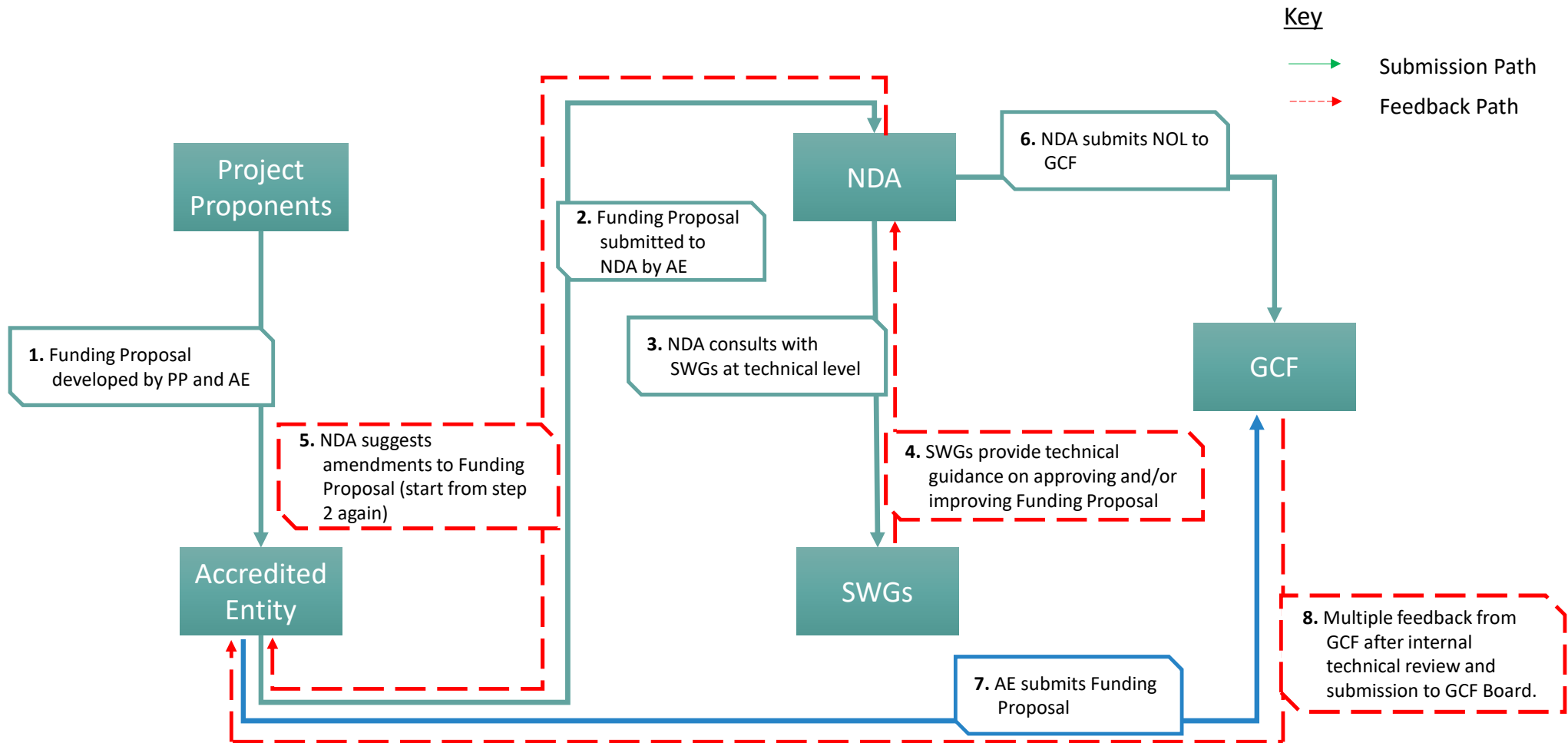
- i. Prepare a Concept Note (A) of up to 10-20 pages, get GCF concurrence and move to Funding Proposal (C) phase; or
- ii. Prepare a Concept Note (A), get GCF concurrence, use the GCF Project Preparation Facility (B) to undertake important feasibility studies and research and then move on to Funding Proposal (C) phase;

Directly developing a Funding Proposal (C) is not encouraged.

# LETTER OF SUPPORT PROCEDURE – CONCEPT NOTE STAGE (6 WEEKS)



# NO OBJECTION LETTER PROCEDURE – FUNDING PROPOSAL STAGE (2 MONTHS)





## ***Group Work***

***Group 1 : Concept Note - LoS flowchart***

***Group 2: Funding Proposal - NOL  
flowchart***



In your group:

1. Review the flowchart of the LoS/NOL procedure

2. Use the cut-up cards to re-create the flow chart on the butcher paper

- Is there anything you would change?
- Is there anything you would add?
- Is there anything you would take out?

Make additional steps or add comments using the post-it notes

3. How much time should be allowed for each step of the LoS and NOL procedures? Use a post-it note to add info

Break for tea!

Bring tea into the room and keep working!

Each group to present its ideas after the tea break



Thank you



# ***Session 3. Groups present back and open discussion on the LOS and NOL procedures***

# Groups present back



- Each group presents its flow-chart
- What were the main changes made to the draft?
- What are the main comments / ideas from the group?

## Guiding Questions for Open Discussion:

- How to manage the involvement of the SWG consultative members in the appraisal of concept notes and proposals to ensure broad and inclusive engagement?
- What training might be needed on the appraisal templates?
- What is a reasonable timeline for feedback on a submitted concept note or funding proposal?

# Next steps for LoS and NOL



- Integrate feedback received today and develop a new draft procedure
- NDA internal approval
- Online Webinars with SWG open membership group to raise awareness of the procedures
- Apply the new procedures to all concept notes and funding proposals!
- Review in future after the process has been applied for a number of times



Thank you





# ***Session 4. Suggestions for next meeting and topics***

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