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MPTF OFFICE GENERIC ANNUAL PROGRAMME¹ NARRATIVE PROGRESS REPORT REPORTING PERIOD: 1 JANUARY – 31 DECEMBER 2016

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¹ The term “programme” is used for programmes, joint programmes and projects.
² Strategic Results, as formulated in the Strategic UN Planning Framework (e.g. UNDAF) or project document;
³ The MPTF Office Project Reference Number is the same number as the one on the Notification message. It is also referred to as “Project ID” on the project’s factsheet page the [MPTF Office GATEWAY](#)
⁴ The MPTF or JP Contribution, refers to the amount transferred to the Participating UN Organizations, which is available on the [MPTF Office GATEWAY](#)
⁵ The start date is the date of the first transfer of the funds from the MPTF Office as Administrative Agent. Transfer date is available on the [MPTF Office GATEWAY](#)
⁶ As per approval of the original project document by the relevant decision-making body/Steering Committee.
⁷ If there has been an extension, then the revised, approved end date should be reflected here. If there has been no extension approved, then the current end date is the same as the original end date. The end date is the same as the operational closure date which is when all activities for which a Participating Organization is responsible under an approved MPTF / JP have been completed. As per the MOU, agencies are to notify the MPTF Office when a programme completes its operational activities.

LIST OF MAIN ACRONYMS

CAFI: Central African Forest Initiative

CBFP : Congo Basin Forest Partnership

COP-22 : Conference of the Parties to the United Nations Framework Convention on Climate Change

DRC: Democratic Republic of the Congo

EB: Executive Board

M&E : Monitoring and Evaluation

(I)NGO: (International) Non-Governmental Organizations

REDD+: Reducing Emissions from Deforestation, forest degradation and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries

ToR : Terms of Reference

UNFCCC: United Nations Framework Convention on Climate Change

EXECUTIVE SUMMARY : A FIRST YEAR MARKED BY MAJOR ACHIEVEMENTS

Following the launch of the Central African Forest Initiative in September 2015, the CAFI Secretariat delivered on its commitments to support the CAFI Executive Board (EB). Three EB meetings were organized, allowing a series on important decisions including

- a US \$190 million allocation to the Democratic Republic of the Congo (DRC), and the subsequent approval of the first programmes under the DRC National REDD+ Investment Plan
- preparatory funds granted to Cameroon, Central African Republic, Republic of Congo, and Equatorial Guinea to develop holistic, cross-sectoral, ambitious National Investment Plans or Framework
- revision and adoption of Fund Terms of Reference that further clarified the CAFI vision and Theory of Change
- finalization of the CAFI M&E approach.

2016 was also marked by the arrival of a new member – the Netherlands – joining the Initiative, and by the finalization of the funding commitment of France. Through events and communication efforts, CAFI has become a visible player in the arena of Climate, Forest and Development efforts in Central Africa, and its unique vision and efficiency has started to be noticed, including with articles in major international media.

I. Purpose

The CAFI Secretariat, hosted by UNDP, supports the CAFI Executive Board and facilitates the overall operations of the Fund. The CAFI Secretariat acts as the central point of contact for CAFI and it coordinates with countries their different submissions and reporting processes. It provides the EB advice and support in strategic planning, and consolidate narrative progress reporting. It facilitates the review process for National Investment Frameworks and CAFI Programmes. It also supports collaboration and communication between Implementing Organisations, when necessary.

I. Results

1. New donors and strengthened commitments

On 16 November, during an event at COP22 in Marrakesh, the Netherlands signed the [CAFI Declaration](#) and thus became the 6th CAFI member. "CAFI has the potential to trigger action against deforestation by linking this problem to the investment in Central Africa for sustainable development. As developed nations, we need to work together with the private sector to combat negative impacts from the supply chain of agricultural products which we buy in the supermarkets in the Netherlands and elsewhere", declared Pieter Terpstra, Climate Policy Coordinator at the Dutch Ministry of Foreign Affairs. With their signature, the Netherlands have joined the five other organizations that have "committed to better coordination and harmonization with other donors in the Central African region, and to mobilizing resources for the implementation of national investment frameworks developed by Central African countries."

During that same event, France formalized its funding agreement of EUR 3 million to the CAFI Fund. "We are facing two challenges", declared Anne-Marie Descotes of the French Ministry of Foreign Affairs and International Development. "The challenge of mobilizing all stakeholders - the state, territorial entities, the private sector, NGOS and forest communities - and the challenge of mobilizing finance for REDD+". "The Central African Forest Initiative", she added, "is growing step by step, and will always be supported and encouraged by France. Our financial contribution today is living proof of our commitment."

2. New and strengthened partnerships

In terms of new partnership, the CAFI Secretariat supported partner countries to sign the Marrakesh Declaration on Sustainable Palm Oil in Africa. On the basis of the findings of the mapping of sustainability-focused investment funds interested in the Central African region, the Secretariat, accompanied by Norway, met with selected investors in Geneva and Zurich, Switzerland.

Outreach to civil society continued with the organization of a meeting in Geneva with International NGOs on the topic of the Letter of Intent with DRC and the Investment Plan, at their request. This allowed clarification of number of issues, and a clear understanding of their position on certain issues. The CAFI Secretariat continued regular dialogues with the Rainforest Foundation Norway, FERN and Transparency International on an ad-hoc basis to clarify matters or be alerted on concerns. One specific example was the alert from a coalition of international NGOs about concessions granted in DRC in direct breach of the country's moratorium. This alert triggered numerous discussions between the CAFI Secretariat, EB members and the DRC government, that facilitated the prompt cancellation of these illegal concessions.

3. Three successful Executive Board meetings with more focus on partner countries

The CAFI Secretariat organized three meetings of the CAFI Executive Board (EB).

The highlight of the April 21-22 meeting in Geneva was the adoption of the revised [CAFI Fund Terms of reference](#), and the agreement on the DRC funding allocation that allowed the signature of the [Letter of Intent between CAFI and the](#)

[DRC](#) . During its June meeting in Oslo, the EB notably agreed to its M&E approach, and advanced discussions on preparatory grants for Cameroon and Equatorial Guinea. In October in Geneva, the EB recommended the approval of the Mai Ndombé integrated program (World Bank), the National Forest Monitoring System (FAO), Support to civil society (UNDP), Support to indigenous peoples (World Bank).

All-together, the EB made 22 decisions in 2016, listed in Figure 2. These decisions focused more on countries (45%) than on procedures (27%), in contrast with 2015 where procedural decisions represented 55% of EB decisions. In an effort towards transparency, the EB agreed to make these decisions public and posted online on the CAFI web site⁸.

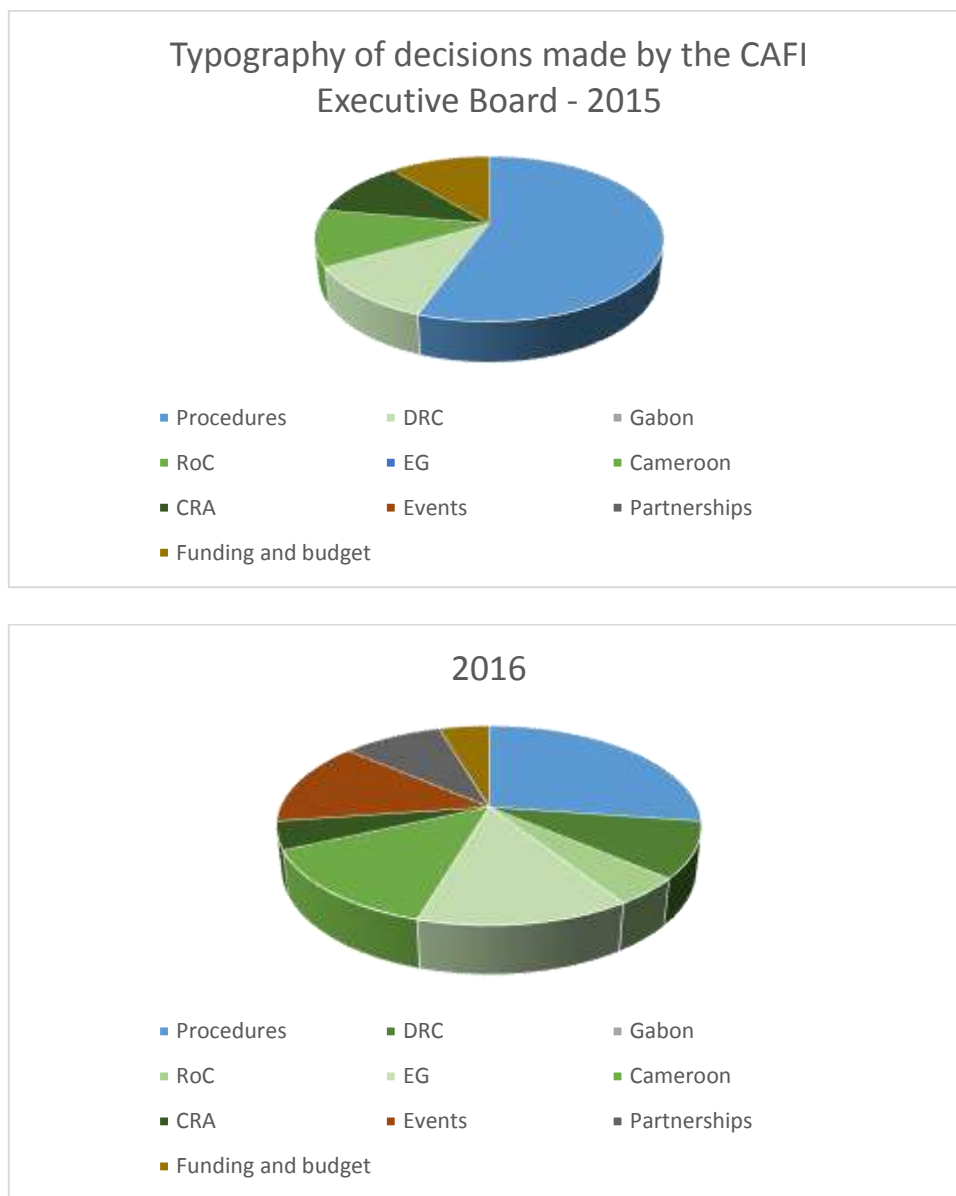


Figure 1: Type of decisions taken by the CAFI Executive Board

⁸ <http://www.cafi.org/content/cafi/en/home/events/cafi-executive-board-meetings-.html>

2016 DECISIONS						
EB.2016.01	08/02/2016	R. Congo preparatory grant	French	English	Intersessional, February 2016	8
EB.2016.02	22/02/2016	CAR preparatory grant	French	English	Intersessional, February 2016	22
EB.2016.03	22/ 04/2016	Terms of reference, Rules and procedures, M&E approach	French	English	EB3, Geneva	
EB.2016.04	22/ 04/2016	Parallel funding		English	EB3, Geneva	
EB.2016.05	22/ 04/2016	DRC funding allocation	French	English	EB3, Geneva	
EB.2016.06	22/ 04/2016	Annual Forum	French	English	EB3, Geneva	
EB.2016.07	22/ 04/2016	CBFP and COMIFAC observers	French	English	EB3, Geneva	
EB.2016.08	22/ 04/2016	Planning	French	English	EB3, Geneva	
EB.2016.09	22/ 04/2016	Cameroon preparatory grant (1)	French	English	EB3, Geneva	
EB.2016.10	17/06/2016	Amendment to EB Rules and Procedures	French	English	EB4, Oslo	
EB.2016.11	17/06/2016	M&E Framework	French	English	EB4, Oslo	
EB.2016.12	17/06/2016	Annual report	French	English	EB5, Oslo	
EB.2016.13	17/06/2016	Funding framework	French	English	EB4, Oslo	
EB.2016.14	17/06/2016	INGO letter	French	English	EB4, Oslo	
EB.2016.15	17/06/2016	Scheduling of next meetings		English	EB4, Oslo	
EB.2016.16	17/06/2016	Cameroon preparatory grant (2)	French	English	EB4, Oslo	
EB.2016.17	17/06/2016	Equ. Guinea preparatory grant		English	EB4, Oslo	
EB.2016.18	12/08/2016	Cameroon preparatory grant (final)	French	English	Intersessional, August 2016	12
EB.2016.19	27/10/2016	Special fiduciary measures of implementing agencies	French	English	Intersessional, October 2016	27
EB.2016.20	12/08/2016	Equ. Guinea preparatory grant (2)	French	English	Intersessional August 2016	12
EB.2016.21	12/09/2016	DRC programs batch 1	French	English	EB5, Geneva	
EB.2016.22	07/11/2016	Equ. Guinea preparatory grant - FINAL	French	English	Intersessional, November 2016	7

Figure 2: list and hyperlinks of CAFI EB decisions in 2016.

Between EB meetings, information exchange between Board members was facilitated by monthly calls organized by the CAFI Secretariat.

The CAFI Secretariat also facilitated connectivity during the meetings of the Technical Committee of the DRC National REDD+ Fund and chaired the biweekly calls between the FONAREDD Secretariat, the CAFI Secretariat and the Norwegian members of the CAFI EB.

4. Events and communications increased CAFI profile

In 2016 the CAFI Secretariat led, co-organized or participated in five major public events, highlighting the novelty and efficiency of the CAFI approach and its early successes.

The first major event, in April, [was the high-level signature ceremony for the Letter of Intent with DRC](#). This event, was attended by the DRC Minister of Finance, the Head of the UNDP Geneva Office and ambassadors of the six CAFI partner

countries. With support from UNDP, the event received excellent media coverage, with over 200 citations including major articles in the *Financial Times* and *Le Monde* and mentions on the web sites of numerous partner initiatives (World Bank, Congo Basin Forest Partnership, UN-REDD, Relief web etc).

On 12 October, the CAFI Secretariat participated in a panel on [Ensuring Integrity in REDD+ and Forest Climate Finance](#), organized by Transparency International and by hosted by Members of the European Parliament Catherine Bearder, Benedek Javor and Eva Joly.

At COP-22 in Marrakesh, the CAFI Secretariat co-organized an [event with DRC](#) on the national approach to REDD+ including a nationally coordinated programmatic approach for receiving GCF REDD+ funds, and [an event marking the funding agreement with France and the Netherlands joining the Initiative](#).

The CAFI Secretariat facilitated the contribution of EB members and observers during an event at the UNFCCC meeting in Bonn (May 2016) and at the [CBFP meeting](#) (23 November 2016) in Kigali, Rwanda.

With regards to communications, CAFI has been present on social networks, tweeting at least weekly from the UNDP REDD+ Twitter account (UNDP-REDD+). The [CAFI web site](#), previously a few pages only, was fully redesigned and populated. Fully bilingual (English-French), optimized for computers, tablets and phones, it was launched on 8 November during COP 22, with the objective of serving as both a communication and a transparency tool for CAFI. In addition, it will serve, on an interim basis, as the main online communication tool for the DRC National REDD+ Fund (FONAREDD). Information from Google analytics showed, for the month of December 2016:

- There were 307 users, 1279 page views and an average of 3 pages viewed per session
- On average users stayed 3.5 minutes on the web site
- 16% of sessions occurred from the United States, 15% from Switzerland, 7% from France and Norway, 5% from the UK and the Netherlands, 4 % from Belgium. Equatorial Guinea and DRC represented 4% and 3% of sessions respectively. This data shows good readership in EB member countries and organizations, but fewer visits from CAFI partner countries. Efforts will be made in 2017 to ensure more readership from CAFI partner countries.
- The web site was mainly consulted by English-speakers (55%)

The web site features news article on the home page and each country page, with a goal of one new article per week.

The [CAFI brochure](#) (for printing) and [CAFI poster](#) (for online posting) were produced in English and French. Electronically, they fed a Twitter campaign about Central African Forest facts. In print, they were distributed at the Oslo REDD+ Exchange in June and to Executive Board members. In November, the brochure was complemented by [11 informative leaflets](#) (in English and French), distributed at COP-22, that summarized the progress of each of the six partner country with particular emphasis on DRC, with five leaflets on the National Investment Plan, the Letter of Intent between the DRC and CAFI, the National REDD+ Fund, the Mai Ndombé programme and engagement with civil society.

5. Monitoring and Evaluation approach finalized and adopted

Thanks to a technical meeting of the EB in January and a technical workshop with donors and implementing agencies in February, the CAFI Secretariat completed [the list of 28 indicators across the seven outcomes of the CAFI Theory of Change](#). This list and the M&E approach were adopted by the Executive Board in July. The approach latter is based on ensuring that M&E occurs primarily at the country level, through programmes and consolidation by national bodies, but with requirements to choose from the list of CAFI indicators. This approach was tested in DRC. An initial analysis shows that the application in DRC of the EB decisions on M&E has mixed results. Efforts and dialogues will continue with the FONAREDD Secretariat to ensure coherence, to allow CAFI to monitor its impact at a regional level.

6. Technical assistance provided to partner countries and civil society allowed better results

The CAFI Secretariat funded technical assistance

- to DRC, notably to support the Government in its negotiations on the Letter of Intent; during the meetings of the Technical Committee of the DRC FONAREDD (analyzing programme and supporting ministerial decisions, in addition to independent reviews and national expertise); support the development of the DRC GCF concept note (drafting, translation and dissemination)
- to Gabon, to support the development of its National Investment Framework;
- to civil society in DRC during the negotiation of the Letter of Intent

7. Staffing 75% completed

Recruitment was finalized for the Head of the Secretariat, the policy advisor and the KM and Comms functions. The recruitment of the administrative assistant was initiated.

III. Financial report

Output	Key Activities	Budget Description	Interim	2016	Total Budget Received	2015 Disbursements	2016 Disbursements	2016 TA reversed in 2017	TOTAL Expenditures
CAFI Secretariat	1 - Staff Costs	GS staff	0.00	135,759.00	135,759.00	20,707.37	0.00	150,577.24	171,284.61
		IP Staff	252,000.00	496,041.50	748,041.50	263,334.44	126,472.50	410,037.74	799,844.68
		International consultants	0.00	440,000.00	440,000.00	0.00	18,655.95	40,483.03	59,138.98
			Travel	0.00	0.00	0.00	0.00	10,673.76	10,673.76
		2 - GOE	Rental and Maintenance Premises	0.00	32,000.00	32,000.00	0.00	32,361.73	32,361.73
			IT Equipment	0.00	10,000.00	10,000.00	0.00	769.49	769.49
			Travel	25,000.00	40,000.00	65,000.00	26,036.96	19,977.39	46,014.35
			Contractual Services-companies	0.00	20,000.00	20,000.00	4,674.35	12,145.00	16,819.35
			Translations Costs	45,000.00	31,199.50	76,199.50	4,019.25	11,848.63	15,867.88
			Printings & Publications	0.00	5,000.00	5,000.00	0.00	7,575.36	7,575.36
			Miscellaneous	0.00	0.00	0.00	0.00	4,081.21	4,081.21
		3 - Executive Board	Workshops	18,000.00	30,000.00	48,000.00	5,803.44	3,279.31	9,082.75
		4 - Technical Reviews & Evaluation	International consultants	0.00	160,000.00	160,000.00	6,225.00	0.00	6,225.00
			F&A	0.00	0.00	0.00	0.00	17,346.19	17,346.19
	TOTAL			340,000.00	1,400,000.00	1,740,000.00	330,800.81	265,186.52	601,098.01

In 2016, the disbursements amounted to US\$ 265,186.52. In addition, US\$ 601,098.01 was incurred in 2016 to cover the costs of the staff of the secretariat and technical assistance. This amount was reversed in 2017 to reflect actual costs of the payroll once they were all paid. This reversal will only appear in the 2017 financial report but represents 2016 expenditure. Technical reviews and evaluations were all budgeted for 2016 while two were done in 2015 for DRC and two for the Gabon NIF in early 2017, more are expected in 2017 (Gabon programs and NIFs from remaining countries). Since the update in the cost recovery policy of UNDP in 2016, GMS (General Management Support) is charged on direct cost budgets as well (line F&A in the table above). This amount was not charged in 2015, nor budgeted in the overall budget of the secretariat covering 2015-2020 approved by the EB in 2015 and will thus require a budget revision to be submitted to the EB at its next session.