**10th meeting of the Advisory Board to the
Climate Technology Centre and Network (CTCN)**

Report of the Advisory Board Task Forces

Summary

1. The CTCN Advisory Board (AB), at its ninth meeting, agreed to terms of reference (Finance and Operations) for two Advisory Board Task Forces designed to deepen the contact and collaboration between the CTC and the AB between meetings of the AB. The terms of reference for these two task forces are included as Annex II.

2. These task forces convened three calls between the ninth (AB9) and tenth (AB10) meetings of the Advisory Board. These calls took place on: June 22, July 19, and August 18.

3. The agendas for these calls included:
    a. The provision of in-kind/pro-bono support to the CTCN;
    b. The Budget and Annual Operating Plan of the CTCN;
    c. Collaboration with the Green Climate Fund (GCF);
    d. The provision of Technical Assistance (TA) by the CTCN, including progress in increasing the implementation of TA by the CTC Network;
    e. The CTCN long-term Vision;
    f. The CTCN submission on the UNFCCC Technology Framework to SBSTA47;
    g. Positioning the CTCN AB Chair to participate at the Eighteenth meeting of the Board of the Green Climate Fund (GCF B.18) on support for collaborative Research, Development, and Deployment (RD&D) for climate technology.

4. Key outcomes of the AB task forces included:
    a. The drafting, review, re-drafting and consideration of a CTCN non-paper on procedures to accept in-kind and pro-bono support for its operations;
    b. In-depth consideration and review of the CTCN 2018 AOP in advance of AB10;
    c. The drafting of a paper elaborating progress made by the CTC in engaging its Network for the implementation of TA response plans;
    d. An update on ongoing discussions between the CTC and the GCF secretariat on linkages between the Financial and Technology Mechanisms of the UNFCCC, including on the elements of a paper that will be presented by the GCF to its Board at B.18;
    e. The review and discussion of final budgetary figures for CTCN operations in 2016;
    f. The review of GCF positioning with respect to the support it can provide for climate technology collaborative RD&D;
    g. The content of and approval process for the CTCN submission on the technology framework to SBSTA47.

5. Members of the CTCN Advisory Board task forces expressed their appreciation for the deepened intersessional engagement with the CTC that was facilitated through the work of the task forces. The CTCN benefitted from the intersessional guidance provided by the task forces and the outputs are reflected in supporting documents that will be discussed at AB10.

Annex I.
CTCN Advisory Board Task Forces
Summary of Task Force Calls

Call #1. Summary
June 22. 13h-15h (CPH)

Finance Task Force. (13h-14h)

Summary of Discussions

- The Finance call focused on the provision of in-kind support to the CTCN.
- CTC briefly recalled the discussion of this issue from AB9, noting it touches on the mandate of both the Operations and Finance task forces - particularly considering the links between predictable sources of finance and ensuring the reliable provision of appropriate services to developing country NDEs - and that any outputs would be shared with both groups.
- CTC provided an overview of the strategic considerations: The CTCN receives virtually all of its operational funding in the form of grant contributions from donor countries, an unpredictable funding model that impairs the business planning of the organization. In-kind support provides an opportunity to expand CTCN's primary service offering. Capturing in-kind contributions of any kind is important for all stakeholders, an issue raised both by CTCN consortium partners and Board members, and seeking these contributions is a financing approach identified by Parties and recognized by COP decision.
- The CTCN is bound by the policies, regulations and rules of its host agencies in the reporting and acceptance of in-kind contributions. The CTC will present a summary of the conditions by which it is bound as a key component of the non-paper being drafted by the CTC.

- Additional key questions and considerations to be addressed include:
  o What are the key objectives of in-kind support? How can transparency and equity be ensured, for donors/NDE/proponents alike?
  o Is in-kind support tailored towards a particular type of CTCN intervention, or in a particular country/region? Should it be, and if so, where or which kind? Is there a target level of resources that are being sought, e.g. full funding of response to TA request?
  o Are there links to TA prioritization criteria that should be considered? Should availability of in-kind support affect CTC prioritization?
  o What mechanisms can be put in place to measure and acknowledge in-kind support?
  o Can steps be taken to ensure in-kind support remains complementary and additional to the provision of donor resources?
  o How do NDE feel about their experiences thus far with CTCN pilot in-kind responses?

Owing to technical difficulties one participant's remarks were not able to be properly communicated during the call. These were communicated after the call by email and are reproduced below:

o In-kind contribution to technical assistance activities needs to be identified.
o Definition of in-kind contribution should be included in the paper.
o The paper should explore whether an in-kind contribution can be for a portion of the project or not.
o Acceptance procedures should be explained.

Next Steps

1. The CTC will produce the first draft of a **non-paper exploring the political and procedural issues surrounding the provision and reporting of in-kind support** to be considered by both task forces on its next call, with a view towards producing a revised version for AB10.

Operations Task Force. (14h-15h)

Summary of Discussions

- Discussions on the Operations call focused on prioritization criteria for CTCN technical assistance as well as the draft outline of a document examining some of the strategic options available to the CTCN to maximize its impact and best fulfill its mandate.

Prioritization
- CTCN managers explained the CTC's experience thus far with the existing criteria. It was noted that they are generally operating as intended, and provide some latitude in ensuring the focus of CTCN TA is on those opportunities deemed most promising and best aligned with country priorities.
- It was suggested that prioritization criteria could be adjusted to prioritize innovative, First-of-a-Kind climate technology solutions, but otherwise there was general consensus that TA prioritization criteria did not require further review by this body at this time.

Vision
- The CTC convened an internal strategy discussion that examined all aspects of its operations in January 2017, ensuring they were reflective of COP and AB guidance and in line with its mandate and Programme of Work. The draft outline sought to capture strategic actions that could be undertaken to optimize operations and improve identified areas of weakness. It also acknowledges the upcoming review of the CTCN as well as the renewal of its hosting agreement at COP23.
- Suggestions of issues to address included a greater focus on quick response and increased coordination with regional efforts linking technology and policy support to broader regional climate priorities.
- It was suggested and agreed that the Advisory Board's response to the invitation from SBSTA46 as well as the outcome of the independent review will inform a revised draft for consideration at AB11.

Next Steps

2. SBSTA46 invited the CTCN to provide information on the elaboration of the Technology Framework to support the Paris Agreement for consideration at SBSTA47. FCCC and CTC discussions confirmed this information would be provided as an information note, and

3. **Advisory Board members were invited to contribute their views on FCCC/SBSTA/2017/L.10, para 6. (b) to the CTCN by July 17**. A similar process is being undertaken by the TEC.
   a. This document will be circulated prior to and finalized at AB10.
   b. Inputs from this exercise, as well as the outcomes from the independent review to be considered by COP23, will inform the vision exercise underway within the CTC. **A non-paper laying out these considerations will be presented to the Operations task force for its input following COP23 and will be on the agenda at AB11**.

The CTC will convene a second, possibly joint, call during the week of July 17th, 2017.

Call #2: Summary
July 19. 13h-15h (CPH)

Finance

- The Finance call considered the draft non-paper addressing **the provision of in-kind and pro-bono support** to the CTCN, which defines the criteria and process forward for the CTCN to be able to receive these types of support.
- The CTC laid out the principles of the working paper as well as the stages of the technical assistance (TA) process at which pro-bono support could be provided, and provided examples of each.
- The CTCN Director noted the similarities between the two approaches, and that pro-bono was procedurally lighter and that interest can be expressed during the bidding process. He further noted that expressions of interest in pro-bono support to implement technical assistance had thus only been expressed from governments.
- It was agreed that, while these contributions are recognized as part of the CTCN reporting process, that the CTCN would benefit from raising the profile of organizations and governments that had provided pro-bono support and should undertake to do so.

- The CTC provided a brief update on **discussions with the GCF** and forward-looking cooperation to secure GCF Readiness funding for CTCN technical assistance and standalone capacity building modules. The GCF is preparing a proposal to B.18 that will serve as the basis for these discussions, and a more detailed update on collaboration with the GCF will be provided at AB10. The CTCN hopes to secure 1.5M USD for technical assistance in 2017.

- The CTCN Director provided an overview of the **budget and workplan for 2018** as articulated in its Annual Operating Plan (AOP) in advance of AB10, noting that the proposed budget would be in the range of 8M USD. He further noted that the CTCN is unlikely to receive any additional resources from the GEF until 2018.
- In response to two requests from members of the task force, it was agreed that the CTC would: separate anticipated revenue from pro-bono support and GCF Readiness in the AOP to be presented at AB10, and prepare a list of standalone modules as they are agreed to facilitate matching donor support for these modules.

Operations

- A summary of discussions relating to the provision of in-kind support, as summarized above, was provided to members of the AB Operations task force.

- The CTC provided an overview of its working paper on technical assistance, noting the **progress in the implementation of technical assistance by the Network**. It was further noted that historical statistics skew the Network/Consortium balance, and that implementation was expected to be split 50/50 in 2017.
- The CTC agreed to provide further details on progress related to both Network/Consortium implementation at AB10 as well as progress achieved in shortening the length of the full TA cycle in 2017.

- The CTCN Director updated the task force on discussions from the most recent Consortium Partner meeting in May related to the **quick response** implementation of requests from developing country NDE and how it fits into our service offering. Further details will be provided in the Annual Operating Plan to be discussed at AB10.

Call #3: Summary
August 18. 13h-15h (CPH)

- Owing to the overlapping areas of interest on the third task force call, both task forces were convened together to discuss the participation of the CTCN AB Chair at the Eighteenth meeting of the GCF Board (B.18) on collaborative RD&D, an update on the AOP, and an overview of the CTCN submission to SBSTA47 on the UNFCCC Technology Framework.

- The CTC reviewed the AB10 document providing an overview of the key messages from CTCN AB task force discussions on **technology RD&D** as well as outcomes of key discussions including the CTCN-hosted First-of-a-Kind meeting in May 2017. It was agreed that these messages served as a good basis for positioning the CTCN AB Chair for her presentation to B.18.
- The document also included references to GCF positions relevant to the consideration of its support for technology and collaborative RD&D, drawn from past decisions and strategy documents.
- The CTCN AB Chairs made several important points that will be addressed during the discussion of this item at AB10, including:
    - It will be important to coordinate messaging with the Technology Executive Committee, and be as practical as possible;
    - CTCN positioning should be operational, with a focus on value-added areas where the CTCN can demonstrate relevance to the achievement of the objectives of the GCF.
- It was agreed that the CTC will propose concrete activities that speak to its operational strengths to guide this discussion at AB10.

- The CTCN Director introduced the revised **2018 AOP** that will be considered at AB10, noting its focus on realistic objectives for technical assistance and other key services, and the impact that available funding will have on the achievement of those goals drawn from the original CTCN Programme of Work.
- It was noted that final budget figures for 2016 were now available, and that the budget now identified revenue targets drawn from GCF Readiness and pro-bono support as requested by the AB Chair.

- The CTC was requested to ensure that any engagement activities would not overlap with activities of partners, including the Private Financing Advisory Network, and that lessons learned be shared between both organizations.
- It was further requested that the ambition articulated in the AOP be reflective of the conflict between rising demand for CTCN services and the limited funding available.
- In response to a request for the mutually supportive effect that GCF funding and CTCN technical support can provide to each other, the CTCN Director responded that the CTCN will note where its outcomes support GCF Readiness activities.
- In response to a request for a greater focus on gender impacts of the work of the CTCN, the CTC highlighted the dedicated section of ctc-n.org for gender considerations as well as in its responses to TA requests and that gender would continue to be a focus of its work.
- It was suggested that the CTCN could link more closely with the work of the Least Developed County (LDC) Expert Group (LEG), particularly with respect to the CTCN Incubator and the National Adaptation Planning (NAP) process and the opportunities to mainstream the work of the LEG and NAPs in LDC. This intervention was supported with a suggestion to incorporate gender considerations into the CTCN's impact analysis of its technical assistance interventions.

- One task force member whose government has already provided **pro-bono support** for TA implementation noted that early identification of potential TA requests was key to identifying opportunities to provide additional support. The CTCN Director highlighted the importance of strengthened pro-bono support and that this model was still in pilot phase, and that the country-driven nature of TA requests made predicting their areas of focus more difficult to predict and pledged that requests would be circulated to NDE as soon as they were received. The AB Chair requested clarity as to the key success factors in identifying pro-bono opportunities, and it was agreed that this could be spoken to during the consideration of this item at AB10.

- The CTCN AB Chair noted the importance of highlighting the potential for regional transformative solutions that can be advance in the **CTCN technology framework submission** to SBSTA47.
- On the approval process of the final submission including both TEC and CTCN elements, it was agreed that a streamlined and straightforward process with the TEC should be advanced to ease of finalization of all individual and joint elements of the submission.
- It was also suggested that the submission should adopt a positive and forward-looking tone that highlighted the value to be added by the CTCN as well as the financial challenges facing the organization.

CTCN Advisory Board Task Forces
Terms of Reference

Objective:

Strengthen intersessional communication and exchange of information between CTCN and CTCN Advisory Board in order to solicit input from Advisory Board members and enhance the effectiveness of the operations of the CTCN.

Proposed Actions:

1. Establish intersessional teleconference to take place between each meeting of the Advisory Board, as needed.
2. Agree TOR for two Advisory Board Task Forces to address:
   a) Finance
   b) Operations
   Members of each Task Force to work collaboratively where activities touch upon both finance and operations.

2/CP.17: Annex VII – Terms of Reference of the CTCN:

V. Governance of the Climate Technology Centre and Network
9. The advisory board of the Climate Technology Centre and Network will:
   (a) Provide guidance on:
      (i) The report of the Climate Technology Centre and Network;
      (ii) Prioritization criteria, taking into account the strategic considerations and recommendations provided by the Technology Executive Committee in relation to decision 1/CP.16, paragraph 120;

Finance Task Force Terms of Reference:

1. Develop, assess and recommend options for new sources of funding and funding models with the aim of increasing the predictability and sustainability of CTCN funding.
2. Help ensure clarity and transparency of financial information to enhance the ability of the Advisory Board to approve the annual operating plan of the CTCN and endorse its budget and financial statement.

Indicative list of activities
- Develop modalities to operationalise the provision of in-kind support to the CTCN.
- Review draft financial information, statements, reports in preparation for their presentation at Advisory Board meetings, including the main elements of the draft operating plan and budget for 2018.

Operations Task Force Terms of Reference:

1. Advise, through the Advisory Board, the CTCN on the implementation of its terms of reference (Annex VII of 2/CP.17) and guidance provided by the COP.
2. Review and collect input on prioritization criteria for responding to requests for Technical Assistance from developing country Parties and report back to Advisory Board on proposed revisions considered.
3. Assist the Advisory Board to monitor, assess and evaluate the timeliness and appropriateness of responses of the CTCN to requests.

Indicative list of activities:
- Provide input into CTCN Vision while ensuring coherence with PoW, ToR and COP Decisions.
- Review and collect input on CTCN prioritization criteria for Technical Assistance requests and report to Advisory Board on proposed revisions considered.
- Review procedures and process of receiving and allocating requests for implementation.
- Provide input on external opportunities for collaboration with CTCN on technical assistance and capacity building activities including with regional workshops and training events.

Task Force Membership:

Task Force membership consists of volunteer Advisory Board members. To strengthen the composition of the Task Forces, the Advisory Board decided that membership may also include representatives from the following groups:
- Parties
- BINGOs, ENGOs, RINGOs (maximum of one representative from each of the three constituencies, not including AB members from these constituencies)
- Network members, Consortium Partners and subject matter experts (by invitation, subject to need and expertise)

Task Force members (subject to changes once ToRs finalized):

Finance Task Force	Operations Task Force
Mr. Samuel Adeoye Adejuwon, AB member	Mr. Joseph Amankwa Baffoe, AB member
Mr. Pedro Garcia Brito, AB member	Ms. Shikha Bhasin, AB member
Mr. Kazuhiko Hombu, AB member	Mr. Karsten Krause, AB member
Mr. Ian Lloyd, AB member	Mr. Sergio La Motta, AB member
Mr. Roque Pedace, AB member	Mr. Ian Lloyd, AB member
Mr. Spencer Thomas, AB member	Mr. Sirous Vatankhan Moghaddam, AB member
Ms. Lyne Monastesse, Party (Canada)	Mr. Thinley Namgyel, AB member
	Mr. Roque Pedace, AB member
	Mr. Antonio Pflüger, AB member
	Mr. Michael Rantil, AB member
	Mr. Spencer Thomas, AB member
	Mr. Can Wang, AB member