

# Agenda

## Objectives

The objectives for the Steering Committee meeting are to:

1. Finalize the Terms of Reference for the NAP Global Network Steering Committee
2. Define the membership structure for the NAP Global Network
3. Define the scope of and activities under the three “operational components” of the Network
4. Develop the 2015 NAP Global Network workplan
5. Review communications and outreach activities, including identifying key milestones

## Day 1

Day 1: March 12, 2015		
Time	Session	Facilitator
09h00 - 09h40	<b>Welcome and introductions</b> <b>Housekeeping</b> (facilities, breaks, per diem wifi) <b>Objectives of the meeting, review of agenda</b>	Anne Hammill (IISD)
09h40 - 10h00	<b>Overview of the NAP Global Network</b> <ul style="list-style-type: none"><li>• Rationale, goal and objectives</li><li>• Structure: Steering Committee, Secretariat, Membership</li><li>• Three operational components: Targeted Topics Forum, Global Donor Coordination, In-Country Donor Coordination</li></ul>	BMZ/GIZ and US State Department
10h00 - 10h30	<b>Updates from Steering Committee members on recent relevant meetings</b> <ul style="list-style-type: none"><li>• Adaptation Committee, Bonn (Nele)</li><li>• Global Adaptation Network, Panama (Fred)</li></ul>	IISD and Kari
10h30 - 11h00	<b>Break</b>	
11h00 - 12h00	<b>In-depth discussion: Targeted Topics Forum (TTF)</b> <ul style="list-style-type: none"><li>• Intro to in-depth discussions: Purpose and format</li><li>• Overview of TTF (PPT)</li><li>• Topic for 2015 TTF (group exercise)</li></ul>	Presentation by GIZ  Facilitation: IISD
12h00 - 13h00	<b>Lunch</b>	
13h00 - 14h30	<b>In-depth discussion: Targeted Topics Forum (cont'd)</b> <ul style="list-style-type: none"><li>• Consolidated shortlist of TTF topics - vote</li><li>• Operationalizing the 2015<ul style="list-style-type: none"><li>✓ Target audience</li><li>✓ Role for interested institutions, agencies, networks</li><li>✓ Preferred size of event</li><li>✓ Location and timing</li></ul></li><li>• Workplan for coming months</li></ul>	IISD
14h30 - 15h00	<b>Break</b>	

**National Adaptation Planning (NAP) Global Network Steering Committee Meeting**  
 March 12-13, 2015 - Frankfurt, Germany

15h00 - 16h30	<b>In-depth discussion: Global Donor Coordination</b> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Overview of Global Donor Coordination (PPT)</li> <li>• Interacting with other coordination vehicles (e.g. OECD)</li> <li>• Reactions, feedback</li> <li>• Specific activities for 2015/16</li> <li>• Workplan to operationalize Global Donor Coordination</li> </ul>	Presentation by US State  Facilitation by IISD
16h30 - 17h00	<b>Wrap up</b>	
19h00	<b>Group Dinner</b> <b>Meet at Ibis Frankfurt Messe West Hotel lobby</b>	

## Day 2

Day 2: March 13, 2015		
Time	Session	Facilitator
09h00 - 09h15	<b>Coffee and Welcome Back</b>	
09h15 - 09h30	<b>Recap of Day One</b> <ul style="list-style-type: none"> <li>• Key decisions made, outstanding issues, plan for Day 2</li> </ul>	IISD
09h30 - 11h00	<b>In-depth discussion: In-Country Donor Coordination</b> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Overview of In-Country Donor Coordination (PPT)</li> <li>• Discussion &amp; exercise: Challenges and opportunities for better coordination - experiences from the ground</li> <li>• Suggest criteria for identifying additional pilot countries</li> <li>• Workplan to operationalize In-Country Donor Coordination</li> </ul>	Presentation by US State Facilitation by IISD
11h00 - 11h15	<b>Break</b>	
11h15 - 12h15	<b>Participation in the NAP Global Network</b> <ul style="list-style-type: none"> <li>• Presentation on categories and levels of engagement</li> <li>• Feedback and brainstorming</li> </ul>	Presentation by GIZ Facilitation by IISD
12h15 - 13h15	<b>Lunch</b>	
13h15 - 14h00	<b>Outreach and Communications</b> <ul style="list-style-type: none"> <li>• Audiences and key messages</li> <li>• Positioning: What are we offering that other NAP initiatives are not? How do we work with other NAP initiatives?</li> <li>• Target events in 2015: NAP Expo (Bonn), AC/LEG (Bonn), OECD Task Team (Paris), SBs (Bonn), COP 21 (Paris)</li> <li>• Communications tools: Publications, website, social media</li> </ul>	Presentation by IISD  Facilitation by GIZ
14h00 - 15h00	<b>Steering Committee ToR</b> <ul style="list-style-type: none"> <li>• Presentation of SC ToR</li> <li>• Discussion, feedback, finalization</li> </ul>	IISD
15h00 - 15h30	<b>Break</b>	
15h30 - 16h30	<b>Wrap-up and Next Steps</b> <ul style="list-style-type: none"> <li>• Summary of decisions</li> <li>• Summary of 2015 workplan</li> <li>• Revisiting the stated goal, objectives of the Network.</li> <li>• Planning for first Steering Committee teleconference</li> <li>• Other next steps / any other business</li> </ul>	IISD
16h30	<b>Meeting close</b>	