

Description of Activities and Expenditures under the Multi-Donor Trust Fund for Communication for Climate Change (TF071191)

A: Objectives

The proposed fund will be initially set-up for a three year period, subject to renewal and additional contribution from the same or other Donors. The first year of the program will be a PILOT phase, during which implementation of the work plan and outreach efforts will be more precisely determined. The objectives, main activities and expenditure categories of the Fund, as agreed with the Ministry of Environment and Territory of Italy, will not be subject to revision. Additional Donors will join the Fund subject to acceptance of these terms.

The objective of the proposed program is to complement other World Bank-financed operations and initiatives on adaptation to Climate Change, by advancing the theory and practice of Communication for Development in support of Climate Change awareness.

The Development Objective of the program is to

- (i) Raise awareness about the issue and its impact at various levels: public at large, private sector, and policy and decision-makers;
- (ii) Promote commitment among the public, private sector and policy-makers to take action; and
- (iii) Build coalitions for further advocacy efforts.

B: Activities

In Pursuit of the above-stated objectives, activities to be financed include the following:

1) *Support to Operations* will integrate communication in Bank-financed projects (e.g. Carbon Finance) to raise CC awareness. Lessons will be documented and integrated in future operations. Activities include (a) baseline research of communication-related aspects; (b) integration of feedback in project design and documentation; (c) development and implementation of communication components; (d) measurement of communication impact.

2) *Research and Capacity Building* will conduct research on the theory and practice of communication in CC operations, and build capacity of staff and management (Bank & Clients). Activities include (a) research on communication-related aspects of CC; (b) development of methodologies for communication support to projects; (c) creating baseline for communication components and evaluating results; (c) development of training modules and materials; (d) delivery of training events.

3) *Advocacy and Fund Leveraging* will finance advocacy efforts at the Bank and globally for systematic adoption of communication interventions in CC operations. Activities include (a) development of dissemination tools (e.g. webpage, newsletter); (b) organization of events/dialogues with practitioners, policymakers and academics; (c) production of knowledge pieces (e.g. lessons learned from operational support, research findings, conclusions/recommendations from events/dialogues); (d) building coalitions (Bank & externally); (e) fund leveraging.

C: Expenditures:

The categories of expenditure which are eligible for financing from the MFTF include:

Associated Overheads, Staff Costs, Consultant Fees, Travel Expenses, Contractual Services, Media and Workshop Costs, Extended Term Consultants.

Standard Provisions Applicable to the Multi-Donor Trust Fund for Communication for Climate Change

The following provisions (hereinafter referred to as the "Standard Provisions") shall be applicable to and form an integral part of all agreements entered into between the International Bank for Reconstruction and Development ("IBRD") and the International Development Association ("IDA") (collectively, the "Bank") and donor countries and/or organizations (hereinafter referred to as the "Donors") that provide grants (referred to as the "Contributions") to be administered by the Bank for the Multi-Donor Trust Fund for *Communication for Climate Change (TF071191)* (the "Project").

1. **Administration of the Contributions**

1.1 The Bank shall be responsible only for performing those functions specifically set forth in this Agreement and shall not be subject to any other duties or responsibilities to the Donors, including, without limitation, any duties or obligations that might otherwise apply to a fiduciary or trustee under general principles of trust or fiduciary law. Nothing in this Agreement shall be considered a waiver of any privileges or immunities of the IBRD and the IDA under their Articles of Agreement or any applicable law, all of which are expressly reserved.

1.2 The Contribution will be subject to the Bank's policies and procedures including the framework regarding anti-corruption, as amended from time to time.

2. **Commingling, Exchange and Investment of the Contributions**

2.1 The Contribution funds shall be accounted for as a single trust fund and shall be kept separate and apart from the funds of the Bank. The Contribution funds may be commingled with other trust fund assets maintained by the Bank.

2.2 The Contribution funds may be freely exchanged by the Bank into other currencies as may facilitate their disbursement.

2.3 The Bank shall invest and reinvest the Contribution funds pending their disbursement in accordance with the Bank's policies and procedures for the investment of trust funds administered by the Bank. The Bank shall credit all income from such investment to the trust fund established under this Agreement to be used for the same purposes as the Contribution funds.

3. **Administrative Cost Recovery**

3.1 In order to assist in the defrayment of the costs associated with the establishment of this trust fund, the Bank may, following deposit of the first contribution from any Donor to the trust fund, deduct from that contribution and retain for the Bank's own account an amount equal to Thirty-Five Thousand United States Dollars (\$35,000).

3.2 In order to assist in the defrayment of the costs of administration and other expenses incurred by the Bank under this Agreement, the Bank may, following deposit of the Contribution by the Donor, deduct from the total Contribution of the Donor and retain for the Bank's own account an amount equal to five percent (5 %) of the Contribution.

4. **Employment of Consultants**

The employment and supervision of consultants financed by the Contributions shall be the responsibility solely of the Bank and shall be carried out in accordance with its applicable policies and procedures.

5. Accounting and Financial Reporting

5.1. The Bank shall maintain separate records and ledger accounts in respect of the Contributions deposited in the trust fund account and disbursements made therefrom.

5.2. The Bank shall furnish to the Donor current financial information relating to the Trust Fund via the World Bank's Trust Funds Donor Center secure website. Within six (6) months after all commitments and liabilities under this trust fund have been satisfied and the trust fund has been closed, the final financial information relating to the Trust Fund will be made available to the Donor via the World Bank's Trust Funds Donor Center secure website.

5.4. The Bank shall provide to the Donors, within six (6) months following the end of each Bank fiscal year, a management assertion together with an attestation from the Bank's external auditors concerning the adequacy of internal control over cash-based financial reporting for trust funds as a whole. The cost of such attestations shall be borne by the Bank.

5.5. If a Donor wishes to request, on an exceptional basis, a financial statement audit by the Bank's external auditors of the trust fund established under this Agreement, the Donor and the Bank shall first consult as to whether such an external audit is necessary. The Bank and the Donor shall agree on the most appropriate scope and terms of reference of such audit. Following agreement on the scope and terms of reference, the Bank shall arrange for such external audit. The costs of any such audit, including the internal costs of the Bank with respect to such audit, shall be paid by the Donor.

6. Coordination and Project Reporting

6.1. The Bank shall provide the Donors with an annual report on the progress of activities financed by the Contributions. Within six (6) months of the final disbursement date specified in paragraph 7.1, the Bank shall furnish to the Donors a final report on the Project activities.

7. Disbursement Deadline; Cancellation; Refund

7.1. It is expected that the Contribution funds will be fully disbursed by the Bank in accordance with the provisions of this Agreement by April 30, 2012. The Bank shall only disburse Contribution funds for the purposes of this Agreement after such date with the written approval of the Donors.

7.2. Any Donor or the Bank may, upon three (3) months' prior written notice, cancel all or part of the Donor's pro rata share of any remaining balance of the Contribution funds that is not committed pursuant to any agreements entered into between the Bank and any consultants and/or other third parties for the purposes of this Agreement prior to the receipt of such notice, including the Grant Agreement.

7.3. Upon the final disbursement date specified in paragraph 7.1, the Bank shall return any remaining balance of the Contribution funds to the Donors on a pro rata basis based on the Donor's paid contributions. In the event of a cancellation of an individual Donor's pro rata share of uncommitted Contribution funds in accordance with paragraph 7.2, the Bank shall return such cancelled balance to the Donor based on the Donor's paid contributions.

9. Disclosure

The Bank may disclose this Agreement and information on this trust fund in accordance with the Bank's policy on disclosure of information.