

RESOLVE

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RESOLVE Facilitation of Selection Process for Forest Carbon Partnership Facility

Final Project Report

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Introduction

This report summarizes RESOLVE's involvement in the Civil Society Organization (CSO) Observer selection process for the Forest Carbon Partnership Facility (FCPF) funds, the Readiness Fund and the Carbon Fund, and their governance bodies, which took place from March 2021 – September 2021. During this period, RESOLVE designed, managed, and facilitated the self-selection process for five CSOs to serve as Observers during the 2021-2022 term. In addition to a summary and analysis of the selection process and timeline, this report includes the FCPF Observer Selection Criteria, the rubric for Application Evaluation, and a description of the final results of the process. This report then identifies some challenges encountered and recommendations for consideration that we hope can help to strengthen future Observer selection processes.

In facilitating the FCPF CSO Observer Selection Process, RESOLVE built on our previous experience facilitating CSO Observer selection processes for the Climate Investment Funds (CIFs) and FCPF to design a self-selection process that provided the CSO community with the tools to select their representatives. As with those earlier processes, our efforts on this project were guided by principles of collaboration, transparency, integrity, and participation. As a result, five CSO Observers were selected to represent the diverse CSO community based in FCPF REDD+ countries and Northern Countries. Four Observers are from Southern CSOs representing the Africa, Asia-Pacific, and Latin America-Caribbean Regions, as well as one focused on Gender. One CSO represents Northern Countries. A list of the selected Observers is included below (Table 1), and this report describes the process implemented to select the Observers in detail.

Table 1: Selection Results

Seat	Africa Region	Latin America-Caribbean Region	Asia-Pacific Region	Northern Region	Gender
Org.	Climate and Sustainable Development Network (CSDevNet)	Asociación de Comunidades Forestales de Peten (ACOFOP)	Federation of Community Forestry Users, Nepal (FECOFUN)	Local Energy Alliance Program (Primary) and Rainforest Foundation US (Alternate)	African Centre for Climate Actions and Rural Development (ACCARD) Initiative
Primary	<i>Dr. Elizabeth Jeiyol</i>	<i>Sergio Alejandro Guzmán Barrios</i>	<i>Bharati Pathak</i>	<i>Chris Meyer</i>	<i>Freeman Elohor Oluowo</i>
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Country	Nigeria	Guatemala	Nepal	United States	Nigeria

Summary of Activities and Lessons Learned

Process Overview

Building on materials from past FCPF Observer selection processes, RESOLVE developed the FCPF CSO Observer Criteria and the Application Evaluation criteria to best align with the [FCPF Charter](#), which establishes Observer roles and responsibilities for both the Participants Committee for the Readiness and the Carbon Fund. Throughout the process, RESOLVE engaged regularly with the FCPF Advisory Committee and Work Bank partners to identify opportunities for improvement and address challenges.

Selection of the 2021-2022 CSO Observers consisted of an application period, a concurrent, extended voter registration period, and a voting period, when registered voters could vote for their preferred Observer candidates. The Observer Selection Process and Timeline Table below summarizes the activity, timeline, and milestones in each stage of the self-selection process (Table 2). More detail about each stage of the self-selection process is included below in the full report.

Table 2: Selection Process, Timeline, and Activities

Activity	Timeline	Description of Activities
Establishment of Advisory Committee & Define Process	March – early May 2021	RESOLVE Worked with the Facility Management Team (FMT) to convene an Advisory Committee composed of former CSO Observers and other CSO representatives to assist with the selection process. Advisory Committee members represented organizations not applying for a CSO Observer seat. We consulted with the Advisory Committee and FMT to review and update the selection process and related materials.
Observer Application Process	May 26 – June 20, 2021	A call for applications for the observer positions was distributed to CSOs and networks around the world in May, and candidates had several weeks to submit applications. Applications received within the stated application period were reviewed, with RESOLVE reaching out to applicants whose applications were incomplete to provide additional information.
Voter Registration and Confirmation	May 26 – July 11, 2021	Concurrent with the Observer application period, RESOLVE announced the opportunity for CSOs to register to vote. At the same time, RESOLVE reached out to returning voters (from past self-selection processes) confirm their contact information. RESOLVE sent messages to encourage voter registration by email, listservs, and social media. Each registration was reviewed to confirm eligibility, and RESOLVE followed up as needed to gather any missing information. Follow-up continued up until voting started to maximize inclusivity.
Application Review	June – August 2021	After the application period closed, RESOLVE screened applications against the eligibility and selection criteria. Based on an initial screening, RESOLVE sent an optional request to applicants for seeking female nominees for the primary representative seats to help achieve the goal of gender balance among regional Observers. As a

		result, several CSOs decided to nominate women. RESOLVE consulted with the Advisory Committee to confirm the list of candidates to appear on the ballot for each seat. In the Africa region, where more than 10 applications were received for the regional seat, this step included a shortlisting process to identify the 10 strongest applications.
Voting	August 5 – August 19, 2021	Verified registered voters were notified via email that the electronic voting process had begun. Voters had the opportunity to vote for observer candidates from their region (Africa, Asia-Pacific, Latin America). Organizations based in the Global South were also able to vote for the Gender Observer Seat. Voting was open for two weeks. RESOLVE reviewed each vote to confirm it was submitted by an eligible, pre-registered CSO. We only received one application for the Northern Regional seat, and therefore did not hold a vote for the seat.
Final Selection	August 20 – September 1, 2021	After voting closed, RESOLVE drew on both the voting results and the balance criteria to ensure equitable representation and developed a proposed list of CSO Observers to present to the Advisory Committee. RESOLVE consulted with the Advisory Committee on the proposed list and determined no adjustments were needed to meet the balance considerations. We notified candidates of the selection decisions and request confirmation of acceptance on September 1. RESOLVE received confirmation of acceptance from all selected CSOs.
Announce Observers	September 14, 2021	RESOLVE worked with the FMT to publicly announce the final list of selected CSO Observers via the RESOLVE website, email distribution lists, and other avenues.

Establishment of Advisory Committee & Define Process

The initial phase in the FCPF CSO Observer Selection Process established the framework and guiding principles for the overall process. RESOLVE worked closely with the FMT and the Advisory Committee members to prepare for the selection process. This phase of the process included identifying and confirming the process facilitators; establishing the Advisory Committee; and process preparations (steps and timeline for the selection process, detailing the terms and responsibilities, eligibility requirements, and selection criteria for Observer organizations and individuals); and developing materials to be used during the process.

Identify and Confirm Selection Process Facilitators

In February 2021, the FMT connected with RESOLVE to begin preparations and address administrative requirements for the selection process launch.

Establish Advisory Committee and Prepare for Selection Process

Establishing a robust Advisory Committee was essential to preparing for and conducting the selection process. RESOLVE worked with the FMT to identify and recruit Advisory Committee members with knowledge of the FCPF or related issues and could provide knowledge about the roles and responsibilities of Observers. Advisory Committee members selected were outgoing FCPF CSO Observers or had served or are serving as CSO Observers for other climate investment funds. As a result, Advisory Committee members had a strong understanding of the role and responsibilities of CSO Observers and the importance of a transparent, credible, effective selection process. The Advisory Committee members provided essential guidance on the process, and also reviewed the applications received.

Below is a list of selected Advisory committee members (Table 3). In addition to the CSO members of the Advisory Committee, Bouke Berns held an ex-officio role within the committee as the FMT liaison, providing background information and operational clarification when needed.

Table 3: Advisory Committee Members

Name	Organization	Country	Region
Breanna Lujan	Environmental Defense Fund	United States	Northern
Mithika Mwenda	PACJA	Nigeria	Africa
Sani Ayouba	JVE-Niger	Niger	Africa
Bouke Berns	FMT, World Bank	N/A	N/A

Process Preparations: Defining the Selection Process; Terms and Responsibilities, Eligibility Requirements, and Selection Criteria; Voter Criteria; and Other Materials

RESOLVE consulted with the FMT and Advisory Committee regarding the steps of the selection process and the terms and responsibilities, eligibility requirements, and selection criteria for CSO Observers. These materials served as the foundation for the selection process, guiding the steps RESOLVE took at each stage of the process. For this selection process RESOLVE drew from materials used in 2018, and identified modifications to better organize the documents and address recommendations from the 2018 CSO Observer selection process. Some of the more significant updates for the 2021 selection process and criteria included:

- Clarifying the conflict of interest disclosure guidance
- Revising the approach to assessing regional balance
- Clarifying term limits apply to organizations and individual observers
- Adding criteria related to gender balance among regional observers and youth representation
- Including a shortlisting process. The Advisory Committee would work with RESOLVE to evaluate and select 10 applicants to advance to the ballot in regions that received more than 10 applications.

Additionally, RESOLVE worked with the FMT and Advisory Committee to develop criteria for the Gender Observer seat, which had previously not been a part of the CSO Observer selection processes facilitated by RESOLVE.

Information about the selection process, terms and responsibilities, eligibility, and selection criteria were shared via email in draft form to the broader CSO community for review on May 10, 2021. Information about the process and selection criteria was also posted to the FCPF [CSO Observer Selection Process website](#) on May 10. The Terms and Responsibilities, Eligibility Requirements, and Selection Criteria are included in [Appendix A](#).

Other preparatory actions during this phase included establishing voter criteria and guidelines, building contact lists for outreach, designing the application and voting systems, and building the FCPF CSO Observer Selection Process website. RESOLVE designed an online observer application form specific to the 2021-2022 selection process, directly linked to the selection criteria, and a voter registration form for the process. RESOLVE used the online platform [Wufoo](#) to develop the both the application and voter registration form, which we have used to collect applications and registrations for a number of selection processes starting in 2016.

In this phase, RESOLVE also developed outreach materials to prepare for the official launch. In addition to the website with information for observer candidates and interested voters, we also shared targeted social media posts to spread awareness of the selection process,

application period, and voting. The outreach, application, and voter registration materials were translated and available in English, French, and Spanish to increase accessibility.

Observer Application Process

Outreach and Management of the Application Submission Process

On May 26, 2021, RESOLVE issued a call for applications to CSOs for all five seats. The announcement was circulated to RESOLVE contacts, including participants in previous selection processes. The announcement was also circulated on social media and the FCSF CSO listerv. Application reminders were circulated by email and social media on June 14, six days before the June 20 deadline. These email announcements and reminders were sent to approximately 3,300 contacts.

Additionally, at the beginning of the application period, RESOLVE and the Advisory Committee, with support from the FMT, hosted two webinars on June 7 and June 9 (one in French and English, the other in Spanish and English). During the webinars, RESOLVE shared information about the selection process, Advisory Committee members described the role of Observers, and participants had the opportunity to ask questions.

Utilizing different methods of information sharing to spread awareness about the selection process and the observer role was important to reach the variety of eligible and/or interested organizations. This was the first time a series of webinars were held in the FCPF CSO selection process, and it provided a powerful opportunity to share information and answer questions about the process and role and connect potentially interested Observer candidates with current Observers. Participants could learn much more detail about the role and responsibilities of Observers in practice, some of the challenges, and what Observers found rewarding about the role. Recordings of the webinars were posted on RESOLVE's FCPF CSO Observer selection process website for individuals who could not attend the live event.

RESOLVE utilized a paid email distribution service, 'JangoMail,' to circulate the application announcements to our large contact list. This paid service allowed RESOLVE to monitor the effectiveness of the outreach strategy, send emails to the entire contact list at one time, and ensure our emails were not flagged as 'spam.'

To broaden the effectiveness of outreach efforts, several other approaches were used to announce the application process had opened. RESOLVE launched a social media outreach effort to further spread the call for applications; this social media effort was maintained throughout the application period.

To maximize accessibility, the email address of a team member was included in outreach, with an invitation to contact us with any questions or in the event of any barriers that might

inhibit a candidate from participating in the selection process. RESOLVE responded rapidly to questions related to the application during the submission period and quickly replied to or addressed any issues.

During this phase of the process, applications were submitted through an online application portal on the survey platform “Wufoo.” This online platform was also used for the voter registration form and voting process, and has been used by RESOLVE for selection processes since 2016. The tool records the time when each unique submission was recorded and assigns a unique identifier code, as well as the IP address for each applicant, providing helpful tools to track applications.

Throughout the application process, RESOLVE monitored the full suite of submitted applications for balance criteria, and also identified specific regions that had not received many applications. Based on findings, RESOLVE then assessed and modified the outreach strategy. As a result, we particularly targeted additional outreach in the Latin America-Caribbean and Northern regions with targeted ad spending on social media platforms.

As a result of outreach efforts, 33 total applications were submitted, 31 of which were eligible.

Of the applications submitted:

- 17 applications were submitted for the Africa Region, however 1 was ineligible
- 5 applications were submitted for the Asia-Pacific Region, however 1 was ineligible
- 2 applications were submitted for the Latin America-Caribbean Region
- 1 application was submitted for Northern Region
- 8 applications were received for the Gender Seat

Once the application period closed, the links to the applications were removed from the RESOLVE FCPF CSO Observer Selection Process website. RESOLVE reviewed the applications received against the eligibility requirements. Additionally, every application received within the application period (May 26 – June 20) was reviewed for completeness. For applications received in this time frame, RESOLVE reached out to request additional information from any applicant who missed an important field (such as providing additional information about their experience or alternate representative). Because several organizations missed these two questions in particular, we were concerned there was some confusion regarding the application wording or requirements. To support an inclusive process, we followed up with those applicants for additional information. This opportunity was provided to every organization that submitted their application before the deadline, but missed an important field in the application. RESOLVE has used this approach during previous self-selection processes as well.

After reviewing the applications for the CSO regional seats, it became clear it would not be possible to reach the goal of gender balance among primary representatives. After consultation with the Advisory Committee regarding this issue, RESOLVE sent an email to applicants for the regional Observer seats with a male primary representative. We communicated the concern and provided the opportunity for organizations to nominate a female as their primary representative instead. In response to the request, several organizations changed their representatives, which ultimately allowed the final set of selected regional Observers to meet the gender balance consideration.

As noted above, this 2021 selection process adopted a new shortlisting process, in which no more than 10 candidates appear on the ballot for any one region. For this selection cycle, 16 eligible applications were submitted for the Africa Regional Seat, prompting this shortlisting process. RESOLVE reviewed and evaluated applications using a rubric based on the [selection criteria \(See Appendix A\)](#). We discussed our recommendations with the Advisory Committee, and, in consultation with the group, developed a shortlist of 10 candidates to appear on the ballot for the Africa regional Observer seat. RESOLVE sent emails to all African CSO applicants notifying them of their advancement or non-advancement to ballot on August 2. Notified applicants were given the opportunity to provide feedback (none was received).

Table 4: Observer Applicants and the candidates that advanced to the voting phase of the process from each region.

Region	Applicant Organization (Names listed as provided in the application)	Country	Advanced to Ballot?
Africa	Arc-En-Ciel	Cameroon	Yes
	Association Congolaise pour le Développement Agricole (ACDA)	Republic of the Congo	Yes
	Climate and Sustainable Development Network (CSDevNet)	Nigeria	Yes
	Community Development Initiative, Inc.	Liberia	Yes
	Forest and Agroforestry Promoters (FAP NGO) Cameroon	Cameroon	Yes
	Green Concern for Development (GREENCODE)	Nigeria	Yes
	International Land Coalition - Africa	Kenya	Yes
	OPESEA-Vie	Côte d'Ivoire	Yes
	Organization of African Youth Kenya	Kenya	Yes
	Service au Développement (SERDEV)	Cameroon	Yes
	Citizens Participation Against Corruption Initiative	Nigeria	No

	CSYM HUDUMA*The Christian Spiritual Youth Ministry – TECDEN LO	Tanzania	No
	East and Southern Youth Climate Change Alliance (ESAYCCA-Tanzania)	Tanzania	No
	Federation of Environmental and Ecological Diversity for Agricultural Revampment and Human Rights (FEEDAR & HR)	Cameroon	No
	Front Commun pour la Protection de l'Environnement et des Espaces Protégés	Democratic Republic of the Congo	No
	Réseau des Organisations de la Société Civile pour l'Economie Verte en Afrique Centrale (ROSCEVAC)	Gabon	No
	Reseau sur le Changement Climatique RDC/ DRC climate change Network (RCCRDC)	Democratic Republic of the Congo	No
Asia-Pacific	Dalit Alliance for Natural Resources	Nepal	Yes
	Federation of Community Forestry Users, Nepal (FECOFUN)	Nepal	Yes
	ISD - Institute of Sustainable Development (formerly SDC - Sustainable Development Centre)	Pakistan	Yes
	Soofi Sachal Sarmast Welfare Association (SSSWA)	Pakistan	Yes
	Kathak Academy (KA), Special consultative status ECOSOC	Bangladesh	No
Latin American-Caribbean	Asociacion de Comunidades Forestales de Peten (ACOFOP)	Guatemala	Yes
	Fundación Huellas para un Futuro	Argentina	Yes
Northern Region	Local Energy Alliance Program (Primary) and Rainforest UK (Alternate)	United States; United Kingdom	N/A ¹
Gender	African Centre for Climate Actions and Rural Development (ACCARD) Initiative	Nigeria	Yes
	Ambassadors of Dialogue, Climate and Reintegration	Nigeria	Yes

¹ Note: Because only one application was received for the Northern Region, a vote was not held. Instead, all registered voters in the region were notified about the candidate and invited to ask questions or share concerns.

	Association pour le Développement de l'Entomoforesterie et la Sauvegarde de l'Environnement (ADESE)	Madagascar	Yes
	Club Unesco du Centre d'Action Femme et Enfant en sigle (CUCAFE)	Democratic Republic of the Congo	Yes
	Save Mothers and Children Initiative	Nigeria	Yes
	Support for Women in Agriculture and Environment (SWAGEN)	Uganda	Yes
	Welisane Foundation	Cameroon	Yes
	Young Liberian Women Organization For Improvement (WOFIM)	Liberia	Yes

Voter Registration and Confirmation

Organizations eligible to vote were required to be: 1) Established civil society organizations, such as think tanks, advocacy groups, networking organizations, community-based organizations, aid organizations, and youth organizations; 2) Actively involved in climate change issues, or other work relevant to the FCPF; and 3) Based in a partner country of the FCPF. Each organization could only register once and cast one vote; an individual could only register and vote once, on behalf of one organization.

RESOLVE has found that implementing a voter registration system can be an effective way to verify that voters meet the eligibility requirements and to minimize the number of irregular or invalid votes. Building on RESOLVE's experience managing global, electronic voting processes, we implemented a staged process in which interested organizations were asked to register to vote. The registrations were reviewed and verified; only verified registered voters and candidates received ballots once the voting started.

In the voter registration process, interested organizations were asked to complete an online form demonstrating they were:

1. Established civil society organizations, non-governmental, non-profit, and/or community based organization based in the identified region (Africa, Asia-Pacific, Latin America-Caribbean, or Northern);
2. Actively involved in issues relevant to FCPF, such as forests, community rights/development, natural resource management/biodiversity conservation, climate change, and/or REDD; and
3. Based in an FCPF REDD+ Country (Southern CSOs) or Northern country

Further, participants were informed that each organization could only register once and cast one vote; similarly, each individual was only permitted to register and vote once, on

behalf of one organization. Voters were required to register as organizations rather than individuals. Finally, organizations were asked to agree to participate in an ethical manner.

During the registration process, RESOLVE posted reminders to register to vote leading up to the deadline on social media channels. In addition, RESOLVE encouraged candidates to reach out to their constituents regarding the opportunity to participate in the CSO Observer Selection Process.

RESOLVE automatically added previously-registered voters who had already been vetted to the list of registered voters, and asked those organizations to update contact information or details about their organization. RESOLVE included information on the voter registration process in an email on May 26, the same email that announced that the application for CSO observer seats was open, and circulated several reminders throughout the registration process by email and social media. The application period for new voters to registers was May 26 – July 11.

Verification

As a part of the voter registration process, each request for registration was reviewed to ensure the registered organization met the eligibility requirements and guidelines outlined above, and that each organization and individual was only registered once. If an application for registration was flagged for any of these concerns, then RESOLVE reached out to the organization via email to flag the concern and request additional information. If an organization responded to the request indicating it met the registration guidelines, RESOLVE verified the registration. Each verified organization was assigned a unique registration number to use when submitting its vote.

This verification process was time and labor intensive for RESOLVE staff, and we recognize it can impact the number of eligible CSOs who choose to participate in the voting process. Given our understanding of the extent to which organizations knowingly or unknowingly engage in activity outside of the established guidelines for this process, RESOLVE believes voter registration and verification is an important component of managing a fair, credible, and transparent process. A fair voting process helps contribute to an outcome where selected observers represent the diverse group of CSO organizations across a region. Recognizing the burden the registration and verification process places on organizations wishing to participate in the voting process, RESOLVE made a concerted effort to manage the process with an inclusive and transparent ethic. This included providing information in languages other than English; allowing organizations to verify their registration until the final day of the voting period for their region; responding to questions as quickly as possible; and posting information and updates on our website.

The total number of registered voters for each region were as follows (note the higher number of total voters reflects the addition of returning voters):

- Africa Region: 128 new voter applications; 81 verified new voters; 470 verified voters in total
- Asia-Pacific Region: 56 new voter applications; 38 verified new voters; 88 verified voters in total
- Latin America-Caribbean Region: 2 new voter applications; 4 verified new voters (includes candidates); 42 verified voters in total
- Northern CSOs: 3 new voter applications; 3 verified new voters; 41 verified voters in total

RESOLVE took efforts throughout the voter registration process to ensure that any new voter applications were given many opportunities to respond to additional requests for information, which was most frequently a document, detailed description, or website link demonstrating the existence and work of the CSO. The most common reason registrations were not verified was because organizations did not respond to our request for additional information or because they were not based in a participating country. We emailed voter applicants on an individual basis, sending multiple reminders if necessary, to ensure that as many new voter applicants as possible became verified.

Voting, Final Selection, and Announcing Observers

Voting

RESOLVE designed a secure voting system tailored specifically to the FCPF voting process, taking into consideration the different regions, multiple languages, and users with varying internet access and bandwidth, with the capacity to flag any irregularities by reaching out to RESOLVE staff directly and having the option to submit options via email if necessary.

The Northern Region only received one application for the seat, and thus became the CSO Observer for that region by default. An email was sent to all verified voters for the Northern Region, informing them of the sole candidate and that voting would not be taking place as a result. Registered voters were given the opportunity to ask questions or state any objections, and RESOLVE did not receive any objections.

Verified, registered CSOs voting for Southern seats (Africa, Latin America-Caribbean, and Asia-Pacific) received instructions to vote for their regional CSO and the FCPF Gender Observer seat on August 5, including a link to the ballot and their unique registration number via email. The ballot for each region also included links to the Terms and Responsibilities, Eligibility Requirements, and Selection Criteria, FCPF website, candidate applications, and the full list of candidates, including links to their websites. For the Latin

America-Caribbean Region the ballot was available in both English and Spanish. For the Africa Region, the ballot was available in both English and French. The Gender Seat ballot information was available in Spanish, English, and French. Voting closed on August 19. For a small group of voters who were verified after voting had begun, the ballot and their unique voting ID were sent via email, with the same voting deadline in place.

Once the voting period closed, RESOLVE reviewed and verified the votes received and analyzed the results. Each vote was reviewed to ensure the organization, email address, and registration number associated with that vote matched the registered information. If there was any issue in verifying this information, the voter was contacted to address the issue.

After verifying the votes, RESOLVE tallied the votes for each candidate for each regional seat, and the number of different countries represented in the votes a candidate received (to tally the additional points for regional balance). Observers are responsible for serving as a liaison for constituents across their region and representing input from constituents across their region at meetings. Therefore, it was important for selected candidates to demonstrate regional diversity in the votes they receive. Candidate organizations for the Southern CSO Observer regional seats and the Gender Observer seat received one bonus point for each vote received from a different country (including their own), added to the total number of votes received.

For this selection cycle, there was no tie, and every organization that was selected received the highest number of votes prior to regional balance being taken into consideration. While there were significant differences in the number points awarded for geographic representation, the candidates with the highest votes in each region also received the highest number of additional regional balance points. See [Appendix B](#) for the voting results for each candidate.

Once we identified the candidates with the highest number of votes, RESOLVE shared the results with the Advisory Committee for review. Following Advisory Committee review, RESOLVE notified all Observer candidates of their status and asked selected Observers for confirmation of their acceptance. Results of the selection process were posted on RESOLVE's [website](#) and sent to the FCPF contact list on September 14, 2021.

Conclusion and Recommendations

In conclusion, during the Observer selection process for the 2021-2022 term, the RESOLVE team selected a qualified group of CSO Observers through a process that heavily emphasized collaboration, transparency, accessibility, and inclusion. RESOLVE believes we accomplished our objectives in facilitating a process considered fair and credible by most constituents, recognizing there are outstanding concerns from ROSCEVAC. We believe a comprehensive group of eligible and interested parties were aware of the selection process

and had an opportunity to participate, which resulted in a group of Observers highly qualified to meaningfully serve as Observers and represent their CSO constituents. Our partnership with the FMT was productive, and RESOLVE is grateful for the support provided by the FMT staff and colleagues for their input and guidance. We hope that our conclusions and the recommendations below will provide the basis for continuing reflection upon and improvement of the observer selection process, in light of the overarching objective of providing a fair, transparent, and participatory selection process for a global set of civil society organizations engaged in climate change issues. Our recommendations are as follows:

Process Design: Larger Advisory Committee

The Advisory Committee plays an essential role, providing guidance on the foundational elements of the selection process, including the selection process design and Observer criteria. We also rely on their support for outreach and guidance in the shortlisting process and to help consider issues that come up during the selection process. Ideally, Advisory Committee members are former Observers (for the FCPF or other climate fund), given their knowledge of the process and the requirements of the role. Given the nature of the position and the expertise we rely on for guidance, we recommend future selection processes include at least one member from each region and someone who can support the Gender Observer selection as well.

Observer Application: Accessibility in Alternate Modes of Application and Registration

Access to reliable internet was raised as an issue by applicants and members of the Advisory Committee, with the concern that there were other interested CSOs who decided not to apply because of inconsistent or nonexistent access to the internet. While internet access is not an issue that RESOLVE or the FCPF can directly solve, RESOLVE does recommend that future processes devote resources into reaching out to the CSO community to explore ways the application process can be made more accessible to organizations who do not have access to internet and other technological factors that may inhibit participation. This is particularly important for the voter registration and voting steps of the selection process.

Observer Application: Automatically Close Applications at Deadline

As noted above, there was an issue related to an application received after the deadline. The online application portal was still accessible at that time and the applicants did not receive any warning the application had been submitted late, adding confusion and concern about the credibility of the system. We agree with recommendations from ROSCEVAC and the Advisory Committee that in the future, the application portal should be programmed to close at the deadline to prevent similar issues in the future.

Voting: Reinforcing Rules for Informal Networks

As part of the process, we encouraged CSO Observer applicants to reach out their networks and encourage eligible organizations to register to vote prior to the end of the voting registration period. However, during the voting period in August, we received number of ineligible votes from organizations and individuals not previously registered. Because these votes were not submitted by registered, verified voters they were not counted. In future processes, if time permits, once the candidates appearing on the ballot are selected and notified, we could ideally provide additional time for voter registration. This would allow candidates to more effectively mobilize their professional networks to participate in the voting process.

General Recommendation: Increasing Participation in Latin America-Caribbean and Northern Region

As with past FCPF/CIF proceedings, participation from the Latin America-Caribbean and Northern Region was low. We received CSO Observer Applicants from each regions, but did not see the same level of participation or engagement from either region compared to the Asia-Pacific and Africa Regions, as evidenced by the number of applications received for each region, the number of new voter registrations, and the total registered voters. RESOLVE took steps to increase engagement in these areas, such as releasing targeted ads on social media and hosting two informational webinars on June 7 and 9, including one with Spanish interpretation. However, a pivotal factor in high participation in other regions appears to be an interest in proceedings that is shared and maintained via professional and personal networks. We recommend a targeted effort to work with selected CSO Observers for the Latin America-Caribbean and Northern regions with the specific aim of establishing or strengthening networks in those regions. That groundwork now could help grow interest in the FCPF that could lead to increased participation in future selection processes from these two regions.

General Recommendation: Observer Selection Process Update

The procedures and criterion that guided this and past FCPF selection processes are largely based on internal reviews and recommendations for process improvement, and consultation with a small Advisory Committee. As noted above, we also had a limited opportunity for feedback on the draft process materials via email from the broader CSO community. However, considering that the Observer Selection process is based on direct consultation with CSOs that took place over ten years ago, there would be a value in starting a new period of consultation, well before a future CSO Observer selection process is scheduled to take place, to ensure the process reflects the current needs, challenges, and opportunities for CSOs working in this space.

Appendix A: Terms, Responsibilities, Eligibility Requirements, Selection Criteria, and Balance Considerations

Background

The Forest Carbon Partnership Facility (FCPF) is a global partnership of governments, businesses, civil society, and Indigenous Peoples and other forest dependent communities focused on reducing emissions from deforestation and forest degradation, forest carbon stock conservation, the sustainable management of forests, and the enhancement of forest carbon stocks in developing countries (activities commonly referred to as REDD+).

The FCPF is made up of two funds, the Readiness Fund and the Carbon Fund, and their governance bodies. The former supports national REDD+ readiness activities while the latter advances programming and payments for measured and verified emissions reductions from REDD+ countries.

The [FCPF Charter](#) establishes Observer roles for both the Participants Committee for the Readiness and the Carbon Funds. In addition to Civil Society Organization (CSO) Observers, the Charter also designates Observer roles for representatives from relevant international organizations, forest-dependent indigenous peoples and forest dwellers, relevant private sector entities, the UN-REDD Programme and the UNFCCC Secretariat. These representatives may have a seat at meetings as Observers and speak to the issues being discussed without voting rights on any motion or resolution.

In accordance with the Charter, each sector developed their own process to officially "self-select" observers. These terms of references are for observers representing Global Northern and Southern CSOs, as well as those which are focused on Gender equality in REDD+, climate change, and forestry. The sections below outline the terms and responsibilities, eligibility requirements, and selection criteria for CSO and Gender Observer organizations and individuals.

Observers

There are a total of five CSO Observer seats, including:

- Four CSO Observer seats for regional representatives, including:
 - Three Southern CSOs based in a REDD+ country [participating in the FCPF](#), one from each of the following three regions: Africa, Asia-Pacific, and Latin America-Caribbean.
 - One CSO based in a Northern country².

² Note: In this process, Northern countries are defined as those not eligible to financing from the International Development Association (IDA) or International Bank for Reconstruction and Development (IBRD). Please visit [this website](#) to learn more.

- One CSO Observer seat for a gender-focused CSO from an organization based in a REDD+ country participating in the FCPF.

Terms, Responsibilities, and Meetings

- Observer organizations will serve until the end of the Readiness Fund on 31 December 2022, unless decided otherwise by the FCPF Facility Management Team (FMT).
- Participants Committee Readiness Fund:
 - Individuals representing Observer organizations will be expected to attend approximately one FCPF Participants Committee meeting per year.
 - The official Observer seat during FCPF Participants Committee meetings shall rotate for the Southern CSOs observers from the three regions; however, all Observers are expected to attend. CSO representatives shall self-select the periodicity and order of this rotation, based on relevance of topic of discussion.
- Carbon Fund: One Southern regional Observer, the Northern regional Observer, and the Gender Observer will also be responsible for attending Carbon Fund meetings, which occur approximately two times per year. The Southern regional CSO Observer seat rotates between the three Southern Observers. CSO Observers shall self-select the periodicity and order of this rotation, based on relevance of topic, and upon invitation by the FMT.
- All Observers will be expected to participate in occasional teleconferences, working groups, and other “virtual” meetings when invited by the FMT.
- Observers play an important liaison role between their constituents and the FCPF. All Observers are expected to actively communicate with, engage, and gather input from their constituents (via listservs, conference calls, meetings, or other appropriate avenues). This includes disseminating FCPF and REDD+-related documents of interest; gathering constituent perspectives on issues of potential interest at upcoming FCPF meetings (especially views from civil society in countries with agenda items in the FCPF meetings); and provide reports back to their constituents on meeting proceedings, outcomes, and their activities. Observers also provide important linkages between their constituents and the FMT, which may include communicating constituent feedback to members of the FMT and FCPF and organizing consultations and discussions with constituents. This liaison role is important leading up to, during, and after meetings, as well as in the interim period between meetings.

- Northern CSO observer organizations must be able to cover the travel costs associated with FCPF meetings. Upon request, FCPF will sponsor travel costs for the Southern and Gender Observers (including roundtrip airfare, visa fees, airport transfer, accommodation and meals) to the meetings when invited by the FMT. The FCPF follows World Bank rules when covering expenses related to Observers' travel. This means, among other things, that it pays on an "actuals" basis: reimbursement is provided after the event or meeting, based on receipts submitted.
- Retiring or term-limited observers are expected to support the subsequent self-selection process and the onboarding of new observers.

Eligibility Requirements

1. Country Eligibility:
 - a. The three Southern regional CSO representatives and the Gender CSO representative shall be chosen from REDD+ [countries participating in the FCPF](#)³ (preferably located in a Carbon Fund country⁴). Organizations based in REDD+ countries in each of the three regions are eligible to stand for self-selection as the regional representatives.
 - b. One CSO representative shall be from an organization based in a [Northern country](#).
2. Organization Type: Observers must be not-for-profit, non-governmental organizations (NGOs). Eligible NGOs include, but are not limited to, think tanks, advocacy groups, community-based organizations, regional networks, and aid organizations. Academic institutions, private foundations, government affiliated institutions, and discrete projects, activities, programs, or initiatives managed by CSOs are not eligible.
3. Applicants – Organizations and Individuals:
 - a. Only one application may be submitted per organization per region.
 - b. CSOs that are part of regional and national networks or coalitions have independent nomination and voting privileges.
 - c. Each organization should identify one primary representative who will attend FCPF meetings, and one alternate who can prepare for, travel to, and actively participate in FCPF meetings in the event the primary representative is unable to attend. Individual applicants not affiliated with an organization will not be considered eligible for the purposes of this selection process.
4. Term Limits: Observers (organizations and individual representatives) are eligible to serve up to two (2) consecutive terms of two (2) years each. Observers wishing to serve

³ For a full list of FCPF countries, please see <https://www.forestcarbonpartnership.org/countries>.

⁴ Participation in the Carbon Fund has not been finalized yet. At the time of writing, twelve countries have entered the Carbon Fund: Chile, Costa Rica, Cote d'Ivoire, DR Congo, Fiji, Ghana, Indonesia, Lao PDR, Madagascar, Mozambique, Nepal, and Vietnam.

a second consecutive term must participate in the selection process. Applicants must declare in their application if and when they or their organization have previously served Observer terms for the FCPF or other climate funds (or if they are currently serving in that role).

5. Conflict of Interest Disclosure: In order to avoid conflicts of interest, Observer applicants must disclose the scope of their organizations' funding with multilateral development banks, export credit agencies, and governments in areas relevant to FCPF activities and programming, along with any other potential conflicts of interest. Observer applicants must agree to declare any potential conflict of interest that may arise during its tenure as Observer. Please see the separate section on Conflict of Interest related rules and requirements below.
6. Advisory Committee Members: Members of the Advisory Committee that support the self-selection process are ineligible for selection.

The following selection criteria represent important qualities for CSOs and individuals serving as Observers; CSOs will be asked to demonstrate how they meet the criteria in the application materials. In the event that the Advisory Committee must narrow down the field of candidates (i.e., if more than ten applications are received for one open seat), then RESOLVE and the Advisory Committee members will use the following criteria to determine the strongest candidates to move forward to the voting phase (in an effort to ensure that voting results are decisive and not spread across a wide field of qualified candidates). Please visit RESOLVE's [website](#) to learn more about how selection criteria will be used in the selection process.

General CSO Observer Selection Criteria

7. Technical Expertise: CSO Observers to the FCPF will have verifiable knowledge and understanding of the purpose, functions, and operations of the FCPF and demonstrate an understanding of REDD+ policy and issues. In addition:
 - a. Southern CSO Regional Observers must be able to demonstrate past and current experience working with communities and community-based organizations.
 - b. The Northern CSO Observer must have a proven record of collaborative work on REDD+-related, results-based climate finance, for instance through analytical work, advisory work, or support in advancing REDD+ globally.
 - c. The Gender CSO Observer must have a proven record of actively working on issues of gender in REDD+, in climate change, or in land and/or forest management. The organization must demonstrate that its primary focus is on gender empowerment, gender inclusion, gender mainstreaming, gender equality or a similar focus, with the majority of its portfolio (not less than 70% of funding) dedicated to this work. Organizations with female leadership are particularly encouraged to apply.

8. Connectivity: Observer organizations must demonstrate membership in, or subscribe to information from, at least one networking organization (i.e., an alliance organization that provides services to similarly focused NGOs) engaged on REDD+ and FCPF at the local, national, and/or international level to illustrate connectivity to other organizations in the region.
9. Regional Liaison: Candidate organizations will demonstrate their capacity to establish links with groups and networks within and outside of their home country, including grassroots-level and community-based organizations.
10. Commitment to Gender Equity: Observer organizations with a demonstrated commitment to gender equity in their work are strongly encouraged to apply.

Selection Criteria for Individuals Representing Observer Organizations

11. Communications Capacity: Individuals representing observer organizations must demonstrate the capacity to communicate and negotiate effectively, and the willingness and ability to interact actively via the internet and telephone with FCPF participants and their constituencies.
12. Leadership: Individuals nominated to be the primary and alternate representatives for an organization should be in a leadership or managerial position within their organization (e.g., Executive Director, Program Director, etc.).
13. Commitment to Transparency: Individuals representing observer organizations must demonstrate their commitment to open and transparent communication with any interested stakeholders in the FCPF process.
14. Represent Constituents: Individuals representing observer organizations must be committed to representing the diverse concerns and interests of their constituents – not only members of their own organizations or regions, but also the larger community to whom they are accountable. They also must report back to those constituents on FCPF activities and programming. Individuals are also expected to communicate regularly and effectively with representatives of the FMT and FCPF.
15. Language Preference: Individuals representing observer organizations should be able to demonstrate the ability to actively participate in FCPF meetings. Individuals representing regions should be able to demonstrate the ability to communicate in one or more of the main regional languages of the constituency being represented (e.g., English, French, Spanish, etc.).

Balance Considerations

The following criteria will be applied to the Observer organizations to ensure greater balance and equanimity among the observers in terms of regional support, gender balance, and youth representation. The process leads and Advisory Committee members will conduct targeted outreach to encourage applications from organizations meeting these criteria. The Advisory Committee will apply these criteria when making final selection recommendations to ensure greater balance across the cohort of observers.

16. Gender Balance: The goal is to have an equal number of men and women among the primary representatives for CSO regional Observers. For this reason, special effort will be made to recruit and select observer organizations that are represented by women.
17. Youth Representation: The goal is to ensure that youth led organizations or organizations focused on issues affecting youth are represented among Observers. For this reason, special effort will be made to recruit and select observer organizations that are led by youth or focused on youth-specific issues.
18. Regional Representation: Observers are responsible for serving as a liaison for constituents across their region and representing input from constituents across their region at meetings. Therefore, it is important for selected candidates to demonstrate regional diversity in the votes they receive. Candidate organizations for the Southern CSO Observer regional seats and the Gender Observer seat⁵ will receive one bonus point for each vote received from a different country (including their own), added to the total number of votes received. In the case of a tie, the organization with the highest number of total votes received will be considered the leader. Regional balance will be considered alongside the other balance criteria and the Advisory Committee will be consulted on the outcome of the process.

Conflict of Interest

As noted above, applicants must disclose any potential conflict of interest, including the scope of their organizations' funding with multilateral development banks, export credit agencies, and governments in areas relevant to FCPF activities and programming, and agree to declare any potential conflict of interest that may arise during its tenure as Observer. The FCPF Secretariat will review disclosures and determine whether the conflict of interest precludes the organization or individual from serving as an Observer.

Organizations or individuals with actual or potential conflicts of interest cannot serve as Observers to the FCPF Participants Committee. An actual or potential conflict of interest occurs when an Observer or a candidate to become Observer is in a position to influence a decision that may result in personal gain, gain for their organization, or gain for a relative. In connection with any actual or possible conflict of interest, an individual interested in becoming or continuing to serve as an Observer must disclose the existence of the (potential) conflict of interest and be given the opportunity to disclose all material facts to the FCPF Secretariat considering the proposed / existing transaction or arrangement. FCPF Secretariat shall decide if an actual or perceived conflict of interest exists and warrants exclusion from the selection process.

⁵ Following the decision of the Advisory Committee in the [2018 self-selection process](#), the position of Northern CSO Observer is exempt from the regional support stipulation.

If the FCPF Secretariat has reasonable cause to believe that an Observer or candidate to become an Observer has failed to disclose actual or possible conflicts of interest, it shall inform the Observer of the basis for such belief and afford him/ her an opportunity to explain the alleged failure to disclose. If, after hearing the Observer's response and after making further investigation as warranted by the circumstances, the FCPF Secretariat determines the Observer has failed to disclose an actual or possible conflict of interest, it shall take corrective action.

Additional Information

It is recommended that organizations interested in applying for CSO observer seats review the [FCPF Charter](#) establishing the roles and functions of the CSO Observers, the [Rules of Procedure](#).

Interested organizations should also review the [FCPF website](#), which contains background and up-to-date information concerning FCPF activities, including the [official Observers page](#) of the website.

Appendix B: Summary of Voting Results

Asia-Pacific Seat					
Organization	Number of Votes	Regional Balance Points ⁶	Total Score	Primary Gender	Youth-focused
Dalit Alliance for Natural Resources (Jhuma Panchkoti & Sunil Pariyar)	4	1	5	F	N
Federation of Community Forestry Users, Nepal (FECOFUN) (Ms. Bharati Pathak & Dil Raj Khanal)	23	1	24	F	N
ISD - Institute of Sustainable Development (formerly SDC - Sustainable Development Centre) (Kanwar Muhammad Javed Iqbal & Amna Khan)	15	4	19	M	N
Soofi Sachal Sarmast Welfare Association (SSSWA)	0	0	0	F	N

Africa Regional Seat					
Organization	Number of Votes	Regional Balance Points	Total Score	Primary Gender	Youth-focused
Arc-En-Ciel (TALLY OSONO TALLY OSONO & Élisabeth KEYATHE MBIADJA DIBATE)	5	3	8	M	N
Association Congolaise pour le Développement Agricole (ACDA) (Samanta BABEDIKA MBIA &	19	7	26	F	N

⁶ Regional Balance Points: +1 for each different country represented in votes received

Daldy Rustichel YOUNBOU BIAGHA)					
Climate and Sustainable Development Network (CSDevNet) (Dr. Elizabeth Jeiyol & Atayi Ezekiel Opaluwah)	45	9	54	F	N
Community Development Initiative, Inc. (Nettie Diagor & Lawrence Bondo)	4	4	8	F	N
Forest and Agroforestry Promoters (FAP NGO) Cameroon (Jaff Francis Agiamntebom & Ernest Vunan)	18	3	21	M	N
Green Concern for Development (GREENCODE) (Edem Edem & Blessing Ndo-Rofem)	30	2	32	M	N
International Land Coalition - Africa (Jane Njeri Mwa & Audace Kubwimana)	5	4	9	F	N
OPESEA-Vie (Mariétou Sylla & Koné Vazoumana)	8	2	10	F	N
Organization of African Youth Kenya (Pauline Anyona & Siamola Murundo)	13	6	19	F	Y
Service au Développement (SERDEV) (Sophie Dubois & Dr Ahanda Sosthène)	2	1	3	F	N

Latin American-Caribbean Seat					
Organization	Number of Votes	Regional Balance Points	Total Score	Primary Gender	Youth-focused

Fundación Huellas para un Futuro (Verónica Andrea Carbone & Patricio Persini San Martín)	3	3	6	F	N
Asociacion de Comunidades Forestales de Peten (ACOFOP) (Sergio Alejandro Guzmán Barrios & Luis Guillermo Ramírez Porres)	6	5	11	M	N

Gender Seat					
Organization	Number of Votes	Regional Balance Points	Total Score	Primary Gender	Youth-focused
African Centre for Climate Actions and Rural Development (ACCARD) Initiative (Freeman Elohor OLUOWO & Onome Destiny Adhekegba)	43	15	58	M	Y
Ambassadors of Dialogue, Climate and Reintegration (Richard Inyamkume & Nora Nongu)	16	7	23	M	Y
Association pour le Développement de l'Entomoforesterie et la Sauvegarde de l'Environnement (ADESE) (Danièle RAMIARAMANANA & Lydie RAHARIMANIRAKA)	15	8	23	F	N
Club Unesco du Centre d'Action Femme et Enfant en sigle CUCAFE (Georgette	16	4	20	F	N

Bilonda Mpenda & Jonas Mukamba Kadiata Nzemba)					
Save Mothers and Children Initiative (Nafisa Lawal Shuaibu & Aminu Nahuce Aminu)	17	8	25	F	N
Support for Women in Agriculture and Environment (SWAGEN) (Caroline Akello & Edith Kunihira)	38	12	50	F	N
Welisane Foundation (Mokwe Welisan Ngoneh Nkeng & Losah Iko Pedita)	17	2	19	F	N
Young Liberian Women Organization For Improvement (WOFIM) (Kona Kollie & Josephine W.K.S Drobia)	25	10	35	F	Y

Northern Region					
Organization	Number of Votes	Regional Balance Points	Total Score	Primary Gender	Youth-focused
Local Energy Alliance Program (Chris Meyer, Primary) and Rainforest UK (Josh Lichtenstein, Alternate)	<i>No Vote</i>			M	N

Appendix C: Exchange between RESOLVE and ROSCEVAC

RESOLVE Overview of Questions, Circumstances, Advisory Committee Input, and Decision

Sent to ROSCEVAC on July 30, 2021

This document provides details about the circumstances around the FCPF CSO Observer application from Le Réseau des Organisations de la Société Civile pour l'Economie Verte en Afrique Centrale (ROSCEVAC), a summary of the steps taken to gather information and resolve the issue, including input from the Advisory Committee, and RESOLVE's decision regarding the application. The primary question being explored is whether the organization is eligible to advance to the evaluation phase of the CSO Observer selection process, given the circumstances around when ROSCEVAC's application was received (described below). When exploring the question of ROSCEVAC's eligibility, additional questions were raised regarding term limits, the shortlisting process, and perceived biases held by RESOLVE against the applicant and other organizations and individuals active in the region.

Process:

RESOLVE took a number of steps to gather information to address the questions raised and support our decision-making, including: 1) reviewing our application system, process materials, and contacting our technology provider; 2) holding a call on Friday, 16 July with Mr. Nicaise Moloumbi, the Executive President of ROSCEVAC, and Augustine Njamnshi, the primary representative proposed in the ROSCEVAC application, to share our questions about the application (including how and when the application was submitted); 3) consulting with the Advisory Committee members to gather their input; and 4) weighing as a team the circumstances and feedback received to reach a decision regarding the primary question raised.

ROSCEVAC Application Circumstances:

1. The deadline for Observer applications was Sunday, 20 June at 23:59 UTC. Our website, outreach communications, and informational webinars clearly stated this deadline.
2. RESOLVE records indicate the ROSCEVAC application was submitted on Monday, 21 June at 17:55 UTC / 13:55 EDT. This information is from the timestamp in our online application system and represents the time when the application was logged in that system.
3. Mr. Moulombi indicated ROSCEVAC worked on and submitted their application on Saturday, 19 June. He described a group sitting in a room working on the application, projecting the application onto a screen so the group could work on it

together. Mr. Moulombi indicated the group saw a confirmation message on the screen when they submitted the application on 19 June, however, they could not provide a screenshot or picture of that confirmation message.

4. As the primary representative listed in the application, Augustine Njamnshi received a confirmation email on Monday, 21 June at 18:55 GMT +1 (17:55 UTC). The confirmation message indicates an application has been received. It does not include any text suggesting the organization will advance in the process. This email was forwarded to RESOLVE on Saturday, July 10 by Mithika Mwenda, Advisory Committee member.
5. RESOLVE received a number of applications from the region on 19 and 20 June before the deadline. RESOLVE did not receive any applications after the deadline other than ROSCEVAC's.
6. RESOLVE has used the same provider for the online application system, Wufoo, for three previous observer selection processes without issue. We contacted Wufoo regarding the timestamp for the application submission (21 June at 17:55 UTC) and asked whether it would be possible for there to be a delay between someone submitting a form and the time it was recorded in the server and a timestamp was created. Tech support indicated *"We did have a momentary outage on Saturday [19 June] that could have caused trouble with the entry submitting. However, if they saw the confirmation page after submitting that means the entry was fully submitted and would have been recorded right away. There isn't a reason the entry would take a full 48 hours to record, especially if other entries were recorded during that time."*
7. RESOLVE kept the online application form open because we had requested some follow up information from a few applicants and wanted to provide a way for them to submit information via the online form. This opportunity was provided to every organization who missed an important field in the application – such as the question about expertise or identifying an alternate. Most questions were answered by email. We removed the links to the application from our website soon after the deadline. ROSCEVAC expressed concern that RESOLVE accepted additional information from applicants after the deadline.
8. Because the online application was still open after the deadline, it also was sending automatic confirmation messages. These messages indicate an application was received but not that an applicant is advancing in the selection process. As noted above, ROSCEVAC received a confirmation email on 21 June. They did not receive a notification that it was submitted after the deadline.
9. RESOLVE pulled the applications submitted for evaluation from the online system the morning of 21 June and did not see ROSCEVAC's application received after the deadline until Advisory Committee member Mithika Mwenda alerted us on 9 July that they were missing from the list of candidates (he subsequently forwarded the confirmation email ROSCEVAC received on July 10).
10. The ROSCEVAC application received on 21 June is missing a description of their experience relevant to the position. It does not disclose that their proposed primary served as an alternate for Pan African Climate Justice Alliance (PACJA) during its

Observer term or that he was recently selected to serve as the primary representative (on behalf of PACJA) for the Climate Investment Fund Pilot Program for Climate Resilience CSO Observer seat. Additionally, the primary representative identified by ROSCEVAC, Mr. Njamnshi, has reached his term limit having served as the alternate representative for PACJA during the last two consecutive terms.

- a. When extended the opportunity to share a description of ROSCEVAC's relevant experience and / or put forward a different primary representative, ROSCEVAC declined.

Advisory Committee Consultation:

Advisory Committee members for the selection process include:

- Sani Ayouba (Chief of Project, Accountability Lab; Executive Director and Co-Founder, Jeunes Volontaires pour l'Environnement Niger; and former Climate Investment Funds CSO Observer)
- Breanna Lujan (Forest and Climate Policy Project Manager, Environmental Defense Fund and former CSO Observer, FCPF)
- Mithika Mwenda (Executive Director, PACJA and former CSO Observer, FCPF)

Bouke Berns, FCPF Facility Management Team, also serves on the Advisory Committee in an ex officio role, providing technical input to Advisory Committee discussions. He does not have a decision-making role on the Advisory Committee and did not provide input regarding ROSCEVAC's eligibility.

In each discussion with the Advisory Committee, RESOLVE shared the circumstances outlined above and requested input regarding the primary question: given the circumstances described around when ROSCEVAC's application was received, is the organization eligible to advance to the evaluation phase of the CSO Observer selection process? We also discussed the secondary questions raised related to accepting additional information from other applicants, term limits, and credibility of the process and questions about RESOLVE bias. Advisory Committee feedback is summarized below:

Deadline/Eligibility:

Two Advisory Committee members recommended enforcing the application deadline and not accepting any applications received after the advertised deadline. They emphasized the need to apply the same set of rules for all applicants to support a fair and credible process, and cautioned against setting a precedent that late applications will be accepted. One Advisory Committee member noted 16 other applications for the same Africa regional seat were received on or before the deadline, suggesting the application system was working correctly. Both Advisory Committee members suggested that the circumstances presented led them to believe ROSCEVAC's application was not submitted before the deadline.

One Advisory Committee member suggested that ROSCEVAC's application should be accepted because the online application system was still open, accepting applications and sending confirmation messages. If ROSCEVAC's application was received after the deadline, the system should have sent a message indicating this. The Advisory Committee member suggested that it is difficult to know whether the application was actually submitted on time because RESOLVE and ROSCEVAC have different descriptions of when the application was submitted.

One Advisory Committee member agreed that the online application system should have been closed or sent an automatic message indicating the application was submitted after the deadline, and recommended this change for future processes. However, they did not believe the fact that the application system was open after the deadline should allow an application submitted after the deadline to be accepted.

Additional Comments Related to the Deadline:

One Advisory Committee member indicated ROSCEVAC should have reached out to RESOLVE immediately if technological issues came up that prevented them from submitting their application on time.

Two Advisory Committee members asked whether the location or time zone-related issues affected our understanding of when the application was submitted or the timestamp in the confirmation email received by ROSCEVAC. RESOLVE looked into this question and confirmed the online application system adjusts for time zone differences and indicates the application was submitted on 21 June at 17:55 UTC. RESOLVE used the Coordinated Universal Time (UTC) time zone in all of our communications about the deadline.

Accepting Information from Other Applicants:

Two Advisory Committee members indicated there was no issue with accepting additional follow-up information from applicants (in response to questions from RESOLVE) after the deadline, provided this opportunity was provided to all applicants. One Advisory Committee member did not think we should have accepted any additional information from applicants after the deadline.

Term Limit:

While the question of term limits is secondary to the question regarding the deadline, Advisory Committee members did consider this question as well. One Advisory Committee member did not believe that the term limit applies to both primary and alternate representatives, unless the alternate participated substantively on behalf of the Observer organization. This Advisory Committee member also questioned when and how the CSO community decided to enact term limits, noting that the Indigenous Peoples Observers do not have any term limits.

Two Advisory Committee members indicated their understanding that the term limit applies to both primary and alternate representatives, as well as the organization serving as an Observer. They noted it may be necessary to further clarify the term limit in the Selection Criteria guidelines.

Other Comments Related to Transparency and Credibility of the Selection Process

One Advisory Committee member suggested ROSCEVAC would publicly question the credibility of the observer selection process (as well as the independence of RESOLVE) if their application was not accepted and advised it may be in RESOLVE's best interest to accept the ROSCEVAC application to avoid further challenges or disruptions to the selection process.

Two Advisory Committee members noted many of the process-related questions raised by ROSCEVAC are clearly defined in the documents describing the selection process and selection criteria. They suggested that the best way to maintain credibility of the process and run a fair selection process is to follow the process guidelines developed with the Advisory Committee and shared with the CSO community, and to apply those guidelines equally to all applicants.

RESOLVE Decision

RESOLVE's goal as facilitator of the self-selection process for CSO Observers is to ensure the selection process is inclusive, transparent, credible, and fair. We strive to set up a process that does not advantage any one organization or group over others. To achieve this, we based the design of this self-selection process on the foundation established in previous years. RESOLVE consulted with the Advisory Committee members regarding the process and selection criteria guiding decision-making during conference calls and/or by email starting in April 2021, in advance of publicly announcing the self-selection process. Then, RESOLVE shared the draft process materials broadly with the CSO community in May 2021 before opening the application period. To support engagement with the CSO community, we held two public webinars on 7 and 9 June, 2021 to describe the process and answer questions from interested CSOs (with information available in English, French, and Spanish). Our goal in holding these consultations and opportunities for engagement was to ensure we designed a credible process, distributed information broadly, and were minimizing barriers to participation.

RESOLVE weighed the circumstances presented above and considered Advisory Committee feedback. Based on the information we gathered from our online application system and the confirmation email sent to Mr. Njamnshi, we believe ROSCEVAC submitted their application after the deadline and therefore is ineligible to advance in the selection process. To be consistent and fair in our application of the process – and ensure we are not favoring any one group or organization – we cannot extend the application deadline for any one applicant. This aligns with the feedback received from two of the three Advisory Committee members.

Regarding the concern raised that RESOLVE accepted additional information from applicants after the deadline, we provided this opportunity evenly and equally, and therefore think it does not affect the fairness of the process. We reviewed each application received before the deadline, and when needed, reached out to applicants to request information missing from their applications (e.g., describing their relevant experience or identifying an alternate). This may not have been a necessary step, but it was done so to be as inclusive as possible and applied equally for all candidates who submitted applications before the deadline.

We acknowledge and apologize for the confusion that may have occurred for ROSCEVAC when they received an automated message confirming receipt of the application, and then learned later that they had missed the deadline. We will work to improve future selection processes to avoid these kinds of miscommunications. We appreciate the important work that ROSCEVAC does in their region and their interest in the FCPF CSO Observer role. We hope they will consider participating in future selection processes.

Petition from ROSCEVAC to World Bank

Sent on August 18, 2021

SUJET: PETITION AGAINST THE CURRENT FCPF CSO OBSERVER 2021 SELECTION PROCESS ORGANISED BY RESOLVE

PÉTITION CONTRE LE PROCESSUS ACTUEL DE SÉLECTION DES OBSERVATEURS DE LA SOCIÉTÉ CIVILE DU FCPF 2021 ORGANISÉ PAR RESOLVE

(English version below)

RESOLVE a été invité par la Banque mondiale à faciliter le processus de sélection des observateurs de la société civile auprès du Fonds de partenariat pour le carbone forestier (FCPF). RESOLVE a proposé un calendrier clair pour le processus de sélection qui est affiché sur leur site web

(https://www.resolve.ngo/sitefcpfobserverselection/021process_timelines.htm) Il est également clairement indiqué sur ce site que les observateurs OSC existants continueront à servir jusqu'à ce que le processus de sélection de 2021 soit terminé. En tant que candidat, ROSCEVAC a remarqué de nombreuses failles dans la procédure qui sont contraires aux canons fondamentaux du fair-play et de la démocratie et qui, par conséquent, mettent en doute la crédibilité du processus et le résultat ultérieur. Dans le cadre de cette pétition, nous ne nous concentrerons que sur l'un d'entre eux : Le processus de candidature des OSC (organisations) a été ouvert le 27/05/2021 pour se terminer le 20 juin 2021 à 23h59. L'application informatique développée par RESOLVE a été utilisée pour recevoir les dossiers de candidature jusqu'au 20 juin 2021 à 23h59. Le dossier de

candidature ROSCEVAC déposé le 19 juin 2021 a reçu un accusé de réception en date du 21 juin 2021. (RESOLVE déclare avoir enregistré une panne technique de son système informatique le 19 juin 2021). Après avoir déclaré irrecevable la candidature de ROSCEVAC pour non-respect de la date limite de dépôt / réception des dossiers de candidature, RESOLVE est revenu sur sa décision et a demandé à ROSCEVAC de compléter sa candidature. Afin de ne pas valider un processus entaché d'irrégularités (comme indiqué ci-dessous), ROSCEVAC a décliné l'offre.

1 - La réception des dossiers devait s'arrêter le 20/06/2021 à 23h59 tout comme le dépôt des dossiers. Mais RESOLVE reconnaît avoir laissé l'application informatique ouverte au-delà de la date limite du 20/06/2021 à 23h59 pour "permettre à certains candidats de compléter leur dossier de candidature". Le fait que RESOLVE prétende avoir ouvert le système aux seuls candidats et l'ait gardé secret, connu seulement de ces candidats "favoris", va à l'encontre des principes du fairplay. RESOLVE a donc violé les termes de référence. Première irrégularité : le système informatique de RESOLVE ne s'est pas arrêté automatiquement le 20 juin 2021 à 24 heures.

2 - RESOLVE admet, ne pas avoir prévu dans son application informatique, l'attribution d'un identifiant à chaque candidature enregistrée. Il n'était donc pas possible pour RESOLVE de faire la distinction entre une demande de mise à jour et un dossier de demande totalement nouveau. Aussi, la défaillance de l'application informatique de RESOLVE, si ce n'est la volonté manifeste de RESOLVE de privilégier "ses candidats" a permis tant aux nouveaux qu'aux anciens dossier d'être mis à jour après la date limite du 20/06/2021. Comme on le voit, le système informatique de RESOLVE est poreux. RESOLVE n'a pas fait les contrôles nécessaires pour un processus aussi important. Le système ne s'est pas arrêté automatiquement le 20 juin 2021 à 24 :00 et a laissé tout passer.

D'ailleurs qui sait si certains candidats retenus avaient postulé après la date limite et juste parce qu'ils étaient les favoris de RESOLVE, ils n'ont pas été rejetés. Ce questionnement, voire même le doute est permis.

Compte tenu des manquements ci-dessus, ROSCEVAC a proposé à RESOLVE que, pour respecter les principes de transparence, de fair-play et de démocratie, au lieu d'essayer de trouver des moyens d'accepter la candidature de ROSCEVAC (comme ils voulaient le faire), RESOLVE devrait prendre l'option consistant à :

Annuler le processus et prolonger jusqu'en 2022 le mandat des observateurs actuels, puisqu'il est également clairement indiqué sur le site web de RESOLVE que les observateurs OSC existants continueront à servir jusqu'à la fin du processus de sélection de 2021. Ce qui avait l'avantage de permettre à :

1. RESOLVE et les parties prenantes de prendre des mesures correctrices par l'élaboration des directives nouvelles et des principes plus clairs pour guider le processus électoral ;

2. RESOLVE aurait toute une année pour mettre à plat son application informatique, la réécrire pour en faire un système informatique suffisamment robuste et plus crédible à même de gérer un processus électoral aussi important ;

Contre toute attente, RESOLVE a décidé d'ignorer cette proposition objective et désintéressée et a décidé de demander que le processus de vote commence. Tout en reconnaissant que les questions que nous avons soulevées sont pertinentes, RESOLVE pense qu'elles devraient constituer les bases de la réforme pour les futures élections. Nous considérons cela non seulement comme un affront au bon sens et au fair-play, mais aussi comme une attaque contre la démocratie qui ne devrait jamais être autorisée dans une institution comme la Banque mondiale. Nous demandons donc à votre Haut Bureau d'enquêter sur le processus actuel auquel, par principe, nous nous opposons totalement.

Nous vous remercions de votre attention.

Le Président ROSCEVAC

Nicaise Moulombi

English: PETITION AGAINST THE CURRENT FCPF CSO OBSERVER 2021 SELECTION PROCESS

ORGANISED BY RESOLVE

RESOLVE was invited by World Bank to facilitate the selection process for civil society observers to the Forest Carbon Partnership Facility (FCPF). RESOLVED proposed a clear timeline for the selection process which it posted on their website:

(https://www.resolve.ngo/site-fcpfobserverselection/2021process_timelines.htm.) It is equally clearly stated on this website that existing CSO Observers will continue to serve until the 2021 selection process is complete.

As a candidate, ROSCEVAC noticed a lot of procedural flaws that are repugnant to the basic canons of fair play and democracy and that hence, put the credibility of the process and the subsequent outcome in doubt. For the purpose of our this petition we will only concentrate on one as follows:

The application process of CSO Candidates (organisations) was opened on 27/05/2021 to close on June 20, 2021 to 23: 59. The IT application developed by Resolve was used to receive the application files until June 20, 2021 to 23: 59.

The ROSCEVAC application file submitted on June 19, 2021 received an acknowledgment of receipt dated June 21, 2021. (Resolve declares to have witnessed a technical breakdown in its computer system on June 19, 2021.)

After having declared non-receivable the candidacy of the ROSCEVAC for non-compliance with the deadline for submission / receipt of the application files, RESOLVE back-pedaled

on its decision and requested ROSCEVAC to complete its application. In order not to validate an irregularity- tainted process (as shown below), ROSCEVAC declined the offer.

1 - The reception of the files stopped on 20/06/2021 to 23: 59 just like the submission of the files. But RESOLVE recognizes having left the computer application open beyond the deadline of 20/06/2021 to 23:59 to “allow certain candidates to complete their application files”. The fact that RESOLVE claims to have the system open just for some candidates and kept it a secret known only to these “favorite” candidates defeats the principles of fair play. Resolve has therefore violated the terms of reference.

First irregularity: the Resolve computer system did not stop automatically on June 20, 2021 at 24: 00

2 - Resolve admits, not having planned in its IT application, the assignment of an identifier code to each registered application. Therefore it was not possible for RESOLVE to distinguish between an updated application file and a completely new application file. Fault of Resolve's computer application that allowed everything after the deadline of 20/06/2021, new files like updated old files.

As seen, the RESOLVE computer system is porous. RESOLVE did not make the controls required for such an important process. The system did not stop automatically on June 20, 2021 to 24: 00 and let everything pass through.

Besides who knows if some candidates retained had applied after the deadline and just because they were the favorites of RESOLVE, they were not rejected. Considering the above lapses and others ROSCEVAC proposed to RESOLVE that, in order to uphold the principles of transparency, fair play and democracy, instead of trying to find ways of accepting ROSCEVAC’s Candidature (as they wanted to do), RESOLVE should take one of the following two options:

1. That since it is equally clearly stated on the RESOLVE website that existing CSO Observers will continue to serve until the 2021 selection process is complete, their mandate should be extended to the year 2022, and during this extension, RESOLVE and the stakeholders will not only come out with clearer guidelines and principles to guide the process, but that RESOLVE will also take time clean its computer system and render it credible enough to run such an important election process;

OR

2. That if RESOLVE decides to stick to their proposed timeline, it should cancel the application process, clean its computer system and call for fresh applications, hence giving everyone a fair chance to compete. RESOLVE has decided to ignore these objective and selfless proposals and has gone ahead to call for the voting process to commence. RESOLVE recognizes that the issues we raised are pertinent but think that they should form the bases of reform for future elections. We consider this not just as an affront to common sense and fair play, but also an attack on Democracy that should never be allowed in an institution like the World Bank. We are therefore calling on your High Office to investigate the current process which as a matter of principle, we are completely opposing.

December 21, 2021

Thank you for your kind attention.
Le Président ROSCEVAC
Nicaise Moulombi

September 15, 2021