

FCPF Readiness Fund: Guidance on Disclosure of Information

According to para.32 of the Common Approach, the following documents will be disclosed.

Item to be disclosed	Party responsible for disclosure	Disclosure medium	Time of disclosure
Draft R-PIN	Government	Paper or electronic distribution to relevant stakeholders	14 days prior to relevant PC meeting
TAP's synthesis R-PIN review	FMT	FCPF website	14 days prior to relevant PC meeting
R-PIN of selected country	FMT	FCPF website	Within 30 days after selection by PC
Conformed copy of signed R-PP Formulation and Readiness Preparation grant agreement	Government	Government website or equivalent	30 days after signature by Second Party to the Agreement (Trustee or Government)
	WB: LEG IDB:PTL UNDP:EEG	Delivery Partner's website	30 days after receipt by the Delivery Partner of the fully executed copy of the agreement
	FMT	Link to Delivery Partner's website from FCPF website	
R-PP	Government	Paper or electronic distribution to relevant stakeholders	As soon as possible prior to or concurrent with submission to FMT
	FMT	FCPF website	14 days prior to relevant PC meeting
TAP's synthesis R-PP review	FMT	FCPF website	14 days prior to relevant PC meeting
Delivery Partner's comments on R-PP	FMT	FCPF website	If available
PC resolution on R-PP	FMT	FCPF website	14 days after resolution by PC
Revised R-PP	FMT	FCPF website	14 days after FMT finalizes completeness check
	Government	Paper or electronic distribution to relevant stakeholders	Concurrent with or as soon as possible after FMT posts revised R-PP
WB: PID and ISDS IDB: PP/TC Profile and ESS UNDP: Adapted PID or Adapted UN-REDD Submission Form	WB: TTL IDB: PTL UNDP: EEG	Delivery Partner's website	Prior to signature of Supplementary Grant (Readiness Preparation Grant) Agreement; also disclosed when updated.
	FMT	Link to Delivery Partner's website from FCPF website	
Conformed copy of signed supplementary grant agreement	Government	Government website or equivalent	30 days after receipt by the Delivery Partner of the fully executed copy of the agreement

Item to be disclosed	Party responsible for disclosure	Disclosure medium	Time of disclosure
	WB: LEG IDB: PTL UNDP: EEG	Delivery Partner's website	30 days after receipt by the Delivery Partner of the fully executed copy of the agreement
	FMT	Link to Delivery Partner's website from FCPF website	
R-PP Assessment Note minus WB's ORAF, IDB's Risk Matrix or minus UNDP's Risk and Issues Log. IDB will integrate this assessment in the ESS	FMT	FCPF website	30 days after receipt by the Delivery Partner of the fully executed copy of the agreement
ToRs for major studies under the Readiness Preparation grant	Government	Government website and local press	As early possible but at least 45 days prior to signature of relevant contract
Delivery Partner's Aide Memoire from due diligence and supervision missions	WB: TTL IDB: PTL UNDP: EEG	Delivery Partner's website	As available, subject to agreement between the national government and the Delivery Partner
	FMT	Link to Delivery Partner's website from FCPF website	
Mid-term progress report, including ToR for ESMF	Government	Paper or electronic distribution to relevant stakeholders	As soon as possible prior to or concurrent with submission to FMT
	FMT	FCPF website	Prior to relevant PC meeting in accordance with relevant PC decision
Readiness Package, including ESMF and completion report	Government	Paper or electronic distribution to relevant stakeholders	As soon as possible prior to or concurrent with submission to FMT
	FMT	FCPF website	Prior to relevant PC meeting in accordance with relevant PC decision
(Only completion report, including ESMF, if a country is not preparing an R-Package)	(WB: TTL IDB: PTL UNDP: EEG)	(If only the completion report is submitted, disclose on the Delivery Partner's website /FMT will link to Delivery Partner's website from FCPF website)	(As available, in accordance with the timetable in a grant agreement)
TAP's synthesis	FMT	FCPF website	Prior to relevant PC meeting in

Item to be disclosed	Party responsible for disclosure	Disclosure medium	Time of disclosure
Readiness Package review			accordance with relevant PC decision
PC resolution on Readiness Package	FMT	FCPF website	14 days after resolution by PC
Final audited / certified financial project reports	WB: TTL IDB: PTL UNDP: EEG	Delivery Partner's website	As available
	FMT	Link to Delivery Partner's website from FCPF website	
Periodic monitoring report (WB GRM report IDB annual report including the FCPF qualitative monitoring annex UNDP ARR)	WB: TTL IDB: PTL UNDP: EEG	Delivery Partner's website	At least once per fiscal year, within 30 days after report becomes available
	FMT	Link to Delivery Partner's website from FCPF website	
Mid-term monitoring report (WB GRM report IDB Mid-Term Report, including the FCPF qualitative monitoring annex UNDP ARR)	WB: TTL IDB: PTL UNDP: EEG	Delivery Partner's website	Before the relevant PC meeting
	FMT	Link to Delivery Partner's website from FCPF website	
Completion report (WB final GRM report IDB PCR and final FCPF qualitative monitoring annex UNDP final ARR)	WB: TTL IDB: PTL UNDP: EEG	Delivery Partner's website	30 days after completion report becomes available, or before the relevant PC meeting, whichever comes first
	FMT	Link to Delivery Partner's website from FCPF website	
Conformed copy of Transfer Agreement between Trustee and Delivery Partner	WB: LEG IDB: LEG UNDP: EEG	Delivery Partner's website	Within 30 days after countersignature
	FMT	FCPF website	