

## **Critical Ecosystem Partnership Fund**

Second Meeting of the Donor Council  
World Bank Headquarters, Washington, DC  
11 December 2001

### **CEPF Working Group**

#### **Recommended Action Item:**

The Donor Council is asked to **review** and **approve** the following Terms of Reference for the CEPF Working Group.

#### **Terms of Reference**

***Name of group:*** CEPF Working Group

***Term Duration:*** Permanent or as determined by the Donor Council

***Reports to:*** CEPF Donor Council

***Chaired by:*** CEPF Executive Director. The Working Group Chair reports to the Donor Council.

***Members:*** One representative from each CEPF donor organization. Such representative may invite experts from their organizations as necessary. Guests affiliated with other NGOs, multi-lateral and bi-lateral organizations and government agencies may participate as guests as determined by consensus of the CEPF working group members. The number of attendees at a Working Group meeting will be at the discretion of the CEPF Executive Director.

***Purpose:*** To serve as a resource to CEPF for consultation on CEPF matters such as maximizing the potential to leverage donor organization resources and expertise, development of ecosystem profiles, to provide input and guidance on certain operational issues and addressing obstacles and challenges to biodiversity conservation success.

***Frequency of meetings:*** Three times a year or as necessary.

#### ***Specific Tasks:***

Support the mission and objectives of CEPF and leverage CEPF investment by identifying the technical and financial resources that member organizations can contribute in specific geographic regions.

Represent and communicate CEPF's mission, objectives and investment strategy within respective donor organizations to help leverage and amplify CEPF investment.

Provide support to CEPF in the preparation of the ecosystem profiles by representing Donor Council members in reviewing the draft profile, discussing geographic priorities, providing additional information and constructive input and assisting in identifying current investment, threats to biodiversity, leveraging opportunities and gaps that CEPF funding might address.

Provide input and guidance on certain operational matters, such as modifications to the operational manual, and monitor and assist in implementation of Council decisions, and other issues as necessary.

Provide support to CEPF and Donor Council members in preparing for meetings of the Donor Council by reviewing documents and recommended actions, resolving any issues, reflecting the position of respective organizations and briefing Donor Council members.

#### Background:

A Working Group of the Critical Ecosystem Partnership Fund (CEPF) was established as a working group at the first meeting of the Donor Council on 11 December 2000. This group was tasked with resolving any outstanding issues related to 2000 ecosystem profiles, which was completed at the group's first meeting on 11 January 2001. The Donor Council also envisioned that this group would discuss ecosystem profiles prior to their submittal to the Donor Council and coordinate with CEPF staff on other appropriate matters at a working level. Members of the Working Group would include one representative from each CEPF donor.

Terms of Reference for the CEPF Working Group have not been established. After a year of operation, a potential positive and constructive role is emerging, in which donor representatives would contribute toward the CEPF objective of leveraging each other's resources, expertise and perspectives to facilitate accomplishment of CEPF's overall goals. This role would involve members of the CEPF Working Group in identifying how their organization might contribute to CEPF's strategic objectives in a particular area, as well as in integrating CEPF activities and objectives into their own organizations. CEPF Working Group members would serve as a communications agent within their own organizations to raise awareness about CEPF strategies and to encourage participation by donor staff throughout the world in CEPF-funded networks, alliances and programs at a local and regional level.

The CEPF Working Group also has a role to play in assisting CEPF staff in reviewing ecosystem profiles. The expertise and experience of donor representatives to the CEPF Working Group can strengthen and broaden the information on which the profiles are based and sharpen the strategic focus of proposed CEPF investment. It is envisioned that the CEPF Working Group would contribute to development of the profiles at a macro scale, serving as a forum to discuss geographic priorities, leveraging of investment, and threats to biodiversity and identify possible alliances and networks.

The CEPF Working Group would also serve as a peer group for CEPF staff and donors to discuss biodiversity issues, develop strategies to overcome obstacles to conservation success, and share best practices.