**Annual Report Form**

1. **Associate**

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| --- | --- |
| **Full name of Associate** |  |
| **Reporting Period** | October 1, [year] – September 30, [year] |

1. **Discharge of the Obligations During the Reporting Period**

*Refer to the Guidelines for Appointment of FDPI Associates for the Obligations.*

| **Obligation of Associate** | **Brief Description of How the Obligation was Discharged** |
| --- | --- |
| Demonstrate support for the tenets of sustainable development, particularly as applicable to small island developing states. |  |
| Demonstrate strong commitment to FDPI's mission. |  |
| Maintain a high level of awareness of new developments in the Associate's field(s) of practice, particularly those relevant to Caribbean development. |  |
| Maintain a high level of personal and professional integrity. Meet the standards of the Associate's professional associations or accrediting body. |  |
| Assist the FDPI with program and project design, implementation, and evaluation. |  |
| Keep the FDPI informed of any potential conflict as it arises. |  |

1. **Engagement with the FDPI During the Reporting Period**

*Refer to Section IV of the Guidelines for Appointment of FDPI Associates for a list of the mechanisms through which Associates can engage with the FDPI. The reported engagement activities should be listed for applicable program areas and priorities. Insert additional rows as necessary.*

| **Program Area 1: Water Resources Development** | | |
| --- | --- | --- |
| **Program Priority** | **Activities During [insert reporting period]** | **Proposed Activities for [insert upcoming period]** |
| Integrated water resources management policy and planning |  |  |
| Development of appropriate technologies and practices |  |  |
| Community water infrastructure |  |  |

| **Program Area 2: Climate Change Adaptation and Disaster Risk Reduction** | | |
| --- | --- | --- |
| **Program Priority** | **Activities During [insert reporting period]** | **Proposed Activities for [insert upcoming period]** |
| Climate change adaptation |  |  |
| Disaster risk reduction |  |  |
| Food, health, and water security |  |  |
| Environmental justice |  |  |
| Island systems management and ecosystem restoration |  |  |

| **Program Area 3: Development Planning and Research** | | |
| --- | --- | --- |
| **Program Priority** | **Activities During [insert reporting period]** | **Proposed Activities for [insert upcoming period]** |
| National and sectoral development planning |  |  |
| Mainstreaming environmental management |  |  |
| Social and environmental determinants of health |  |  |
| Protected areas |  |  |
| Technologies and strategies for transformation of key economic sectors |  |  |
| Community economic development and economic justice |  |  |
| Governance and participatory decision making |  |  |
| Research and knowledge development in the fields of development models, ecosystem resilience, economic resilience, and risk management |  |  |

| **Program Area 4: Development of Decision Support Tools** | | |
| --- | --- | --- |
| **Program Priority** | **Activities During [insert reporting period]** | **Proposed Activities for [insert upcoming period]** |
| Information management and delivery systems |  |  |
| FDPI publications program |  |  |
| Development of learning and knowledge production networks |  |  |
| Public policy development and delivery |  |  |

| **Program Area 5: Strengthening of the Caribbean Civil Society Sector** | | |
| --- | --- | --- |
| **Program Priority** | **Activities During [insert reporting period]** | **Proposed Activities for [insert upcoming period]** |
| Collaboration and collective action strategies |  |  |
| The civil society sector in Caribbean development |  |  |
| Capacity development for effective participation in national and regional development processes |  |  |

| **Cross-cutting Themes** | | |
| --- | --- | --- |
| **Theme** | **Activities During [insert reporting period]** | **Proposed Activities for [insert upcoming period]** |
| Capacity development |  |  |
| Public engagement |  |  |
| Governance |  |  |

1. **Perspectives on Important Developments or Emerging Issues in Caribbean Development**

*Identify the development and state the likely impact(s). State only those factors, issues, or events that are likely to have significant impact on Caribbean development.*

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1. **How have You benefited from Your Association with the FDPI during the Reporting Period?**

*Examples of benefits are: access to opportunities, professional development, expansion or access to professional network. Insert additional rows as necessary.*

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1. **Improving the FDPI-Associate Relationship**

*If you think your relationship with the FDPI can be improved, suggest the actions that could enhance your engagement with the FDPI.*

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| **Signature of Associate / Date** |  |

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| --- | --- |
| **FDPI Internal Review** | |
| **Comments** |  |
| **Name of Officer / Signature / Date** |  |