



## **STEERING COMMITTEE MEETING 8/2012<sup>1</sup>**

### Minutes

1. The eighth meeting of the Steering Committee (SC) of the Haiti Reconstruction Fund (HRF) was held on March 30, 2012 at the Office of the World Bank, Port au Prince (see Annex 1 for a list of members and observers). The main objective of the meeting was to choose a new government counterpart for the HRF. In addition, the HRF Secretariat and each Partner Entity presented a brief update on their activities since the last SC meeting; the Trustee provided an update on the financial status of the HRF. The order of the meeting is detailed in the Agenda in Annex 2 of these minutes.

#### **Welcome by the Chair**

2. This was the first SC meeting chaired by Finance Minister André Lemercier Georges. The Chair welcomed all members of the SC, including members participating by video and audio conference from Washington, Ottawa and Paris, and Mr. Bisrat Aklilu, representative from the UNDP Multi-donor Trust Fund office. The Chair noted that it had been almost eight months since the last SC meeting, but meanwhile the HRF has continued to function effectively. He then welcomed the new committee members, the Minister of Planning, Mr. Hervey Day, as the new member of the Government to the SC; Ambassador Pierre Duquesne, the representative of France as a new voting member of the Committee; Nelson Tabajara from Brazil; Eva Tuft from Norway; Isabelle Bérard of Canada (by video); and First Secretary, Carlos Entrena of Spain. The Chair thanked the former members for their services to the Fund: Ambassador Arturo Reig of Spain, Mr. Espen Rikter of Norway and Mr. David Moloney of Canada. Finally he thanked the following countries for their new contributions to the HRF since the last meeting: France (US\$ 25 million), Norway (US\$ 12 million), the United States (US\$ 5 million) and Finland (US\$ 0.7 million).

#### **Remarks from the Government Representative**

3. The Chair invited the representative of the Government, the Minister of Planning and External Cooperation, Mr. Hervey Day, to make some welcoming remarks. The representative of the Government welcomed all members of the Steering Committee, specifically new members. He noted that he is honored to be appointed by the Prime Minister as a representative of the Government within the SC. The Ministry of Planning and External Cooperation (MPCE) appreciates this opportunity to become

---

<sup>1</sup> As approved by the HRF Steering Committee on May 4, 2012



reengaged, to build on what has been done and to ensure better collaboration between the HRF and the MPCE.

### **Adoption of the Agenda**

4. The Chair presented the agenda for the meeting and requested adoption of the agenda. All Members agreed to the proposed agenda.

### **Brief Updates**

5. **Trustee:** The Chair invited the representative of the Trustee to provide an update on the status of contributions and the financial status of the Fund. The Trustee presented the financial report with data as of February 29, 2012, which was prepared by the Trustee of the HRF. As of February 29, 2012, the Trustee had signed Administration Agreements or arrangements with 19 donors for total contributions to the HRF of US\$396 million. Table 1 of the Report of the Trustee gives the status of contributions by donor and shows that approximately \$US19 million still remains to be transferred to the Trustee by France, the United States and Spain. Table 2 shows the cumulative funding decisions to date. US\$277 million has been committed of which US\$265 million for 17 projects, US\$9 million in Partner Entity fees and US\$3 million for the administrative budgets of the Secretariat and the Trustee. Out of a total of US\$265 million in grants, about 40 percent of funds are channeled through the World Bank as Partner Entity, 44.6 percent to the UN and about 16 percent via the IDB. The average allocation per project is approximately US\$16 million.

6. Table 3 of the report details the funds available. As of February 29, 2012, the Trustee held US\$116 million in trust, of which US\$47.5 million has been allocated to a reserve by the Steering Committee, US\$15 million is pending transfer to Partner Entities and US\$54 million is available without restrictions for new funding allocation decisions by the SC. Whilst the SC is requested to take into account preferences expressed by different donors. In total US\$101 million is available for new funding decisions (including the reserve); or \$120 million if contributions yet to be transferred by France, the United States and Spain are included. Project-level disbursements by Partner Entities are detailed in the Annex to the Financial Report.

7. The Chair thanked the Trustee for the report and invited members to respond to the presentation. The representative of Spain asked where in the report details are provided on donor preferences. The representative of the Trustee explained that the individual preferences of donors are not detailed in the Contribution Agreements, do not constitute funding decisions of the SC, and thus are not reflected in the Financial Report. The Secretariat representative noted that the Secretariat could prepare a table with the preferences of donors and how the Fund has responded to these preferences.



8. **Secretariat:** The Chair invited the representative of the Secretariat to provide an update on the activities of the Secretariat. The representative referred the SC to the Secretariat report which was circulated prior to the SC meeting and the PowerPoint distributed at the meeting. He then presented a brief summary of activities of the Secretariat since the last SC meeting in July, the sectors supported by the Fund, the Fund's effectiveness, the role of the HRF in the financing of the overall reconstruction, and the use of funds by expenditure category (see Annex 3).

9. The Chair thanked the representative for his presentation and invited the SC to ask questions. The representative of the World Bank as PE commended the Secretariat and the Trustee for their reports and presentations. He suggested that, despite good performance to date, the time to complete the cycle of preparation and approval of projects should be reduced to 90 days as a performance standard. The representative of France expressed that he was pleased to attend the SC meeting formally as a voting member and asked for more clarification on the report promised by the Secretariat in its report (paragraph 4) for mid-April. The Secretariat explained that the report to be released in April is a quarterly newsletter and that the annual report will not be ready until mid-July. The representative of Canada also commended the Secretariat for the report and the information presented. Canada is particularly pleased to see the low management fees of the Fund. The Chair reiterated the point made by Canada by congratulating the Fund on low management fees and the Secretariat Report. The Secretariat clarified that the figures presented on disbursements at the project level are as of end-December 2011, because the disbursement figures for the first quarter of 2012 will only be available in April 2012.

10. **Partner Entities: IDB** – The Chair invited the representative of the IDB to present an update on projects for which the IDB is the PE. The IDB representative firstly emphasized the IDB's concern with the execution of HRF-funded projects. The representative noted that the IDB has made significant progress in augmenting disbursements since 2010 and last year was a record year for the IDB overall. He noted that the IDB is facing different types of issues within the various projects supervised by the IDB and that measures are being taken within the institution to address the individual challenges by identifying ways in which procedures and procurement processes can be simplified and by working with the relevant ministries in order to identify the bottlenecks. The IDB representative noted that, for example, two allocations were received from the HRF to co-finance the IDB education projects. The first US\$10 million is to be used almost exclusively for the construction of schools. The lack of a database with the location and standard of schools, the project cannot prioritize schools for intervention. The IDB is thus working with the Ministry of Education to establish such a database. In addition, the IDB is moving to a wholesale approach to procurement with contracts being tendered for multiple schools at a time. Significant progress is being made and an increased number of schools is expected to be built this year. With the US\$10 million in HRF funding, seven schools will be built this year of which four sites have already been secured. In addition, 15,000 school kits will be distributed at the beginning of the school year.



11. The Partial Credit Guarantee Fund (PCGF), for which the IDB received an allocation of US\$12.5 million from the HRF, was a priority program to support Small and Medium Enterprises (SMEs) after the earthquake. The expected financial impact on SMEs was less than feared, businesses recuperated quicker and consequently the uptake from the PCGF was less. In consultation with the Government, the IDB is looking at how the balance of the funds can be used to support job creation activities. It is proposed that a structured agriculture fund be put in place to provide agriculture credit, seed capital be provided for SMEs and a business accelerator program be set up. These changes would require the IDB to go back to its Board of Directors for approval of the revised project documents. Each project would be presented to the SC for no-objection approval first. In addition, the IDB representative noted that it would welcome participation from the SC during the next preparation mission, the date of which would be communicated through the Secretariat.

12. The third project supervised by the IDB is the Natural Disaster Mitigation project in the South. The execution of this project is advancing very slowly due to significant challenges experienced within the Ministry of Agriculture. Measures have been taken by the IDB and the Ministry to advance implementation such as a sequence of periodic meetings and the hiring of additional staff to support project execution. Internally, the IDB is moving to a results- and risk-based management of the procurement process to reduce the number of non-objections required. There is a need to move this project forward effectively in collaboration with the Ministry of Agriculture.

13. The Chair thanked the IDB representative for the update and noted that within the framework of school construction it is necessary to consolidate the process and follow a comprehensive plan. It is better to take six months to plan, consolidate the process and simplify procedures by preparing a database of schools. The representative of Japan asked about the status of the US\$5 million contribution of for vocational training. The IDB representative confirmed that the Grant Agreement had been signed with the government three weeks earlier. The representative of France asked about concrete results of the Partial Credit Guarantee Fund. The IDB representative explained that US\$ 3.3 million was provided given as collateral to small and medium enterprises and that the Guarantee Fund would remain active until all the guarantees have been recovered. With a recovering economy in 2010 and 2011, there was less demand than anticipated for guarantees.

14. The representative of the United States thanked the IDB for the project updates and noted that the U.S. wants to see an acceleration of project implementation and would like to have more details on the revision of the Partial Credit Guarantee Fund project. Banks and markets are not sufficiently developed so the project should ensure that technical assistance be given to recipients of funds. The IDB representative noted that the IDB has developed, in collaboration with the Government and in coordination with the World Bank, a series of different instruments to support private sector development.



15. **UN** – The Chair invited the representative of the United Nations to present the status of projects for which UN agencies act as a Partner Entity. The representative of the United Nations emphasized the progress since the last SC meeting in HRF projects overseen by the UN, noting that the UN had four active projects in July and ten today including several with significant results. Progress reports for each project and a summary table were distributed to the SC, so the representative emphasized the collective performance of projects. She reminded the SC that traditionally, the first six months of a project involve key preparatory activities that generally do not depend on financial disbursements and a significant acceleration of disbursement takes place later in the project cycle. For UN projects the disbursement rate has increased from 14% (for 4 projects) at the last SC meeting to almost 50% (for 10 projects) to date. The four projects, after nearly a year of implementation, have a disbursement rate of 75% (against 30% on average for the other six newer activities). The nature and level of complexity of the projects also play a role in the speed of disbursement. In particular, projects focusing on the strengthening of public institutions have been directly affected by the prolonged period of political transition in Haiti. The representative of the UN emphasized further the importance of time invested to ensure ownership and leadership of national stakeholders, while bearing in mind the implementation timeline, saying that the groundwork will certainly result in more solid results and longer lasting results.

16. In recent months, the UN has made significant progress in national ownership and capacity building for public programs. For example, four out of ten projects have as their main objective the strengthening of public institutions and, in some projects, the teams are fully inserted within national structures. On average, about a third of HRF resources administered by the UN go through government institutions (national or local), efforts are made to give preference to hiring local companies and NGOs as implementing partners, and a good collaboration exists with the local authorities for the two projects in the South departments. The representative detailed the significant and tangible results that have been completed in recent months in projects supervised by the UN. More than 9,000 temporary jobs were created (35% for women), more than 2,700 families were able to leave the camps and about 360,000 cubic meters of debris have been removed of which 20% was recycled. Haiti is also better prepared to cope with natural disasters, with 430 linear meters of drainage canals built, 30,000 linear meters cleaned, and identification with the DPC of emergency shelters around the country. Essential tools for reconstruction have been developed, with, notably, the transfer of the database for the building inventory and geospatial information to the Haitian Institute of Statistics and Information.

17. Lastly the representative of the UN reinforced that the UN remains committed to continue working with the Government and the HRF to maintain the momentum of reconstruction. The Chair thanked the United Nations and invited members of the SC to ask questions.

18. The representative of Mayors asked for clarification on the 30 percent of the funds that have not yet been disbursed. Are these funds available? He also asked when the major infrastructure projects would begin and sought support for three projects proposed by the mayors. The mayors wrote a letter to Mrs. Obama and the representative wanted to know how the letter could be sent to the First Lady.



Finally he asked why most of the HRF funds are not routed via the Government to ensure the strengthening of government capacity. The Secretariat explained that the HRF has received only 17 percent of the funds pledged for Haiti after the earthquake. The 30 percent represents funds promised by donors for the reconstruction at the conference in New York in March 2010 that have not yet been disbursed. The Government decides the priorities for the use of HRF funds. To send the letter to Mrs. Obama the representative should follow up with the United States after the SC meeting. Finally, the representative of the Secretariat explained that the PEs are all working with the Government and that the funds channeled by the World Bank and the IDB will all pass via the Government and 30 percent of the funds channeled through the UN through national and local governments. The UN representative said that the UN supports capacity building with technical training and for the 30 percent of the funds channeled through the Government, the government entity receives and disburses the money directly.

19. The Chair expressed the need to identify and address constraints to implementation to ensure faster execution and suggested that a project review be planned. The representative of the Government supported this suggestion and reinforced the importance of restoring the role and procedures of the MPCE in submission and project monitoring and coordination of aid in general. In addition, he noted the need to strengthen the MPCE and the MGAE.

20. **WB** – The Chair invited the representative of the World Bank as PE to present an update on projects supervised by the World Bank. The representative of the World Bank noted that the Bank serves as the Partner Entity for three projects. The first, a budget support operation totaling US\$55 million with US\$25 million in co-financing from the HRF, was fully disbursed. Following a final project review, the final project results were considered satisfactory. The second project supervised by the World Bank is the US\$65 million Port-au-Prince Neighborhood Housing Reconstruction Project. This project has had delays due in part by the WB and in part by the government. For example, for the process of contracting, one of the difficulties was the lack of organizations capable of undertaking the activities. The World Bank representative said that now the problems and delays have been resolved in collaboration with the Government. Several contracts have been prepared for execution, special accounts are open and it is expected that 30 percent of the funds will be committed over the next three months. The proposed Targeted Budget Support operation has been extremely difficult to prepare because the Government did not follow the World Bank procurement procedures for the expenditures to be reimbursed. The Government and the World Bank have agreed that funds will be used for a tuition waiver program and the training of teachers by the Ministry of Education. The World Bank is in the process of preparing the project document with the Ministry of Education and it is anticipated that it will be submitted to the SC in 3 or 4 weeks.

21. The representative of Canada thanked the World Bank for the summary and expressed hope that the preparation of the project for the tuition waiver program and training of teachers be completed soon. The Spanish representative noted that the World Bank is in the process of preparing a general budget support operation that will take into account the Spanish preference for the funds Spain



contributed to the HRF. Spain raised several difficulties which are impeding the implementation of the preferences it expressed. The World Bank representative clarified that the budget support project mentioned by the representative of Spain is a project that has not yet been submitted to the SC for approval. He added that the team preparing the project in question would do anything to work with Spain to complete the project. The representative also gave his support to the MPCE for the coordination of aid and noted that in this context the World Bank sent three projects to the Government for their approval. He commended the Government for the SIGEP program, but asked that the program be coordinated with the Office of the Special Envoy to avoid duplication in the collection of data.

22. The Chair again requested that a project review be organized with the MPCE to identify and address constraints in project execution and to ensure that the project objectives are reached in a timely manner.

#### **Choice of Counterpart within the Government**

23. The Chair gave some background on the choice of a new counterpart for the HRF. He explained that the IHRC was established under the emergency law after the earthquake. The emergency period has ended and the country is now in a period of reconstruction. With the end of the mandate of the IHRC in October 2010, it is in the context of reconstruction that a new counterpart for the HRF should be appointed. The HRF is a platform for longer term development and should strengthen the institutions in place to ensure alignment with public investments. The Secretariat will present all options proposed. Finally the Chair expressed his desire that the SC quickly agree on the choice of counterpart so that the \$120 million available in the Fund can be allocated.

24. The Secretariat representative explained that the Secretariat started discussions with the Government on the choice of a new government counterpart in September 2011. The Secretariat met several times with Prime Minister and his team, and the Ministers of Finance and Planning. A letter was received from the Prime Minister appointing the Office of the PM as the HRF counterpart. Necessary changes in the Operations Manual and Governance document were proposed to the SC, but several members expressed their reservations. The Secretariat subsequently continued consultations with the Government and prepared an options paper and a summary matrix that were circulated to the SC before the meeting. The four counterpart options proposed are: 1) the Office of the Prime Minister; 2) the MPCE; 3) the IHRC; and 4) an inter-ministerial process. The representative stressed the following important criteria to consider in choosing the counterpart: transparency, efficiency and swift decision-making, ability to use existing procedures, and capacity building within the government.

25. The representative of Spain noted that for Spain the most important criteria is to strengthen the Government system in the long-term. He referred to the work that is underway within the MPCE to strengthen its aid coordination mechanism and gave his support to this system to ensure efficiency





within a stable and long-term framework. The representative of France noted that the option of the IHRC as counterpart is no longer valid given the end of its mandate. The representative suggested that the counterpart should definitely be a ministry. Given that the Minister of Planning is a member of the SC there would be a conflict of interest. The only option would be an inter-ministerial system chaired by the Prime Minister. HRF funds are public funds and it is the Prime Minister who should have the final decision on funding. The Chair clarified that there is a difference between The Minister of Planning who is a member of the SC and the Ministry of Planning which has the mandate for the coordination of external aid, public investment and the sectoral ministries.

26. The representative of Norway gave its support to the proposed criteria and added government ownership and alignment of projects to the National Plan as criteria. Norway expressed its support for the Planning Minister or the Prime Minister as counterpart. The representative added that she could not communicate a final decision on behalf of Norway at the meeting. The representative of Brazil thanked the Chair and the Secretariat team for the work done. Brazil agreed with the criteria, but the final decision should be with the Haitian government based on where they believe they have the best capacity. The UN representative said that efficiency and rapid procedures are important. The UN has put much effort in capacity building of the IHRC to ensure effective procedures and build the capacity to review and evaluate projects. The UN is ready to provide similar support to the national counterpart selected.

27. Japan reinforced the importance of the capacity of the Government and noted that Japan preferred the option of the Prime Minister or the MPCE. The representative of Canada agreed with the criteria established as primary principles to consider in choosing a counterpart. For Canada it is also important to ensure that the HRF, PEs and the counterpart can operate effectively in the current fluid political environment. It is therefore important that the counterpart has the capacity to make decisions. The option preferred by Canada would be the Prime Minister's Office with the project review conducted by the MPCE and final selection by the Prime Minister or the Council of Ministers. The Secretariat noted that there is a variation of the second option that could address some of the concerns raised by using existing procedures within the MPCE. The HRF Counterpart plays four roles: 1. Receive proposals 2. Review proposals; 3. prioritization of projects for funding, and 4. Submitting projects to the HRF. If the MPCE were chosen as the counterpart, the first two activities would be the role of the MPCE and following two the role of the Council of Ministers, which is chaired by the Prime Minister.

28. The Chair reinforced the MPCE's mandate within the Government. The Ministry needs to be strengthened in order to execute its role in the overall state structure and in the context of long-term reconstruction. The Ministry of Planning may have some weaknesses but choosing the MPCE will ensure that a system for validating and managing investment coordination is put in place. The Ministry will need capacity building but, if the MPCE does not have the capacity, the Government will never achieve the transparency it seeks for the population. The MPCE is also the interface with society as a whole. The MPCE does not make decisions single handedly, but ensures coordination and coherence within the





government. The Government thus proposed that the MPCE be the HRF counterpart. The Chair also expressed hope that the MPCE may benefit from capacity building, similar to that which the IHRC has received. The MPCE is in the process of preparing a strategic framework for Haiti for the next 20 years. A three-year plan will be extracted as part of the 2012-2016 Action Plan. The Secretariat requested that the Chair clarify which entity within the Government would be responsible for deciding priorities and sending funding requests to the HRF. The Chair replied that the Council of Ministers would validate and select projects and the MPCE would serve as the interface with the HRF. The representative of the Government clarified that the first draft of the Strategic Plan has already been sent to the Ministries for consultation and will be submitted to partners for consultation soon.

29. The Chair reinforced the need and urgency to make a decision on the counterpart to allow the HRF to continue with the allocation of funds. Spain asked that before a decision is taken on the counterpart, a document be submitted to the SC detailing the procedures within the proposed counterpart. The representative of the United States said that the arguments for both options are valid and asked for some time such that the U.S. can coordinate a response with other donors. The Chair expressed his desire for a decision at the meeting by saying that the longer a decision is postponed, the longer it will take to achieve the goals that were agreed and that the HRF needs to continue working.

30. The Secretariat proposed that the SC agree on changes in the Operations Manual and Governance document and that the Secretariat would send the Government's counterpart proposal to the SC for no objection approval following the meeting. The representative of the Trustee clarified that changes to the Operations Manual and Governance Document with regard to the change in counterpart can be made by decision of the SC. In addition, several donors had requested that an amendment be made to the Administration Agreements/Arrangements to provide additional clarity on this point. Preparation of such amendments is already underway. The representative of France requested that the changes in the Operations Manual and Governance document be done in writing.

31. **DECISION:** The Chair decided that the counterpart proposal and changes in the Operations Manual and Governance document be sent to the SC for no objection approval. The representative of the Secretariats confirmed that this will be done on the business day after the meeting.

### **Reminder of procedures for the reallocation of funds and revision of approved projects**

32. The Chair asked the representative of the Secretariat to present the last item on the agenda. The Secretariat reminded the SC that procedures are in place for the reallocation of funds and revision of approved projects as detailed in the Operations Manual and Transfer Agreement. If a PE wants to make changes to an approved project, they follow their own procedures. If the changes are significant and a new project document is required by the procedures of the PE, the new project document should



also be submitted to the SC for approval. If a PE does not use some or all of the funds that were transferred, these funds must be returned to the Trustee following the procedures laid out in the Transfer Agreements. The representative of the Secretariat requested that the PEs explain their procedures in case of changes in project activities. The IDB representative explained that significant changes to projects would require that a new project document be submitted for approval to the Board of the IDB. This document would first be submitted to the SC for approval. The UN representative said that if a UN agency changes project activities or decides to return project funds this would be handled through the SC of the UNDP multi-donor trust fund office and would then be submitted to the SC.

### Closing

33. The Chair thanked all members for their participation and a productive meeting. It is important for the Government to resolve the counterpart question and ensure transparency, harmonization, speed, and institutional strengthening within the context of the Government’s development plan. It is not the Minister of Planning that decides but it is its role to facilitate project review. The Chair requested that the Trustee and the Secretariat follow up on SC decisions.

**Table: Decisions, Responsibilities and Timeframe**

Activity-Task	Action	Responsible	Timeframe
Disclosure of Secretariat Report	Posting on Fund’s website	Secretariat	Immediate
Disclosure of Financial Report	Posting on Fund’s website	Trustee/Secretariat	Immediate
Donor preferences	Preparation of overview table detailing donor preferences and the projects responding to such preferences	Secretariat	Immediate
Amendments to the Operations Manual and Governance Document	Circulate for SC approval the amendments to the Operations Manual and Governance Document	Secretariat	Immediate
Amendment of the Administration Agreements/arrangements	Amendment of the Administration Agreements/arrangements with donors to clarify the procedures for amending the Governance Document	Trustee	Immediate
Choice of counterpart	Circulate for SC approval the Government proposal for the HRF counterpart	Secretariat	Immediate
Project Review	Review projects to identify issues and solutions to facilitate implementation	MPCE with support from Secretariat	Before end June
Date of Next Steering Committee Meeting	Agree on date for next HRF Steering Committee Meeting	All	As needed



## ANNEX 1

### Representatives and Official Observers

#### **Représentants / Representatives**

##### **Membres votants / Voting members**

Gouvernement d'Haïti/ <i>Government of Haiti</i>	M. André Lemerrier Georges, Ministre M. Hervey Day, Ministre
Brésil / <i>Brazil</i>	M. Nelson Tabajara
Canada / <i>Canada</i>	Mme Isabelle Bérard (par VC)
Norvège / <i>Norway</i>	M. Eva Irene Tuft
Etats-Unis / <i>United States</i>	M. Tom Adams (par AC)
Espagne / <i>Spain</i>	M. Carlos Entrena
France / <i>France</i>	H. Ambassadeur M. Pierre Duquesne (par VC)
Japon / <i>Japan</i>	M. Tomohiro Ota

##### **Entités Partenaires / Partner Entities**

BID / <i>IDB</i>	M. Peter Sollis
ONU / <i>UN</i>	Mme. Jessica Faieta
Banque Mondiale / <i>World Bank</i>	M. Alexandre Abrantes (par VC)
IFC / <i>IFC</i>	M. Ary Naim (Absent)

##### **Agent Fiscal / Trustee**

Fiduciare / <i>Trustee</i>	M. Jonathan Caldicott
----------------------------	-----------------------



**Observateurs Officiels / Official Observers**

Autorités Locales (Maires) / M. Joseph Gontran “Billy” Louis  
*Local Authorities (Mayors)*

Autorités locales (Casecs) / M. Raoul Pierre-Louis (Absent)  
*Local Authorities (Casecs)*

Diaspora / M. Joseph M.G. Bernadel (Absent)  
*Diaspora*

ONGs Nationaux / Mme. Carmèle Rose-Anne Auguste (Absente)  
*National NGOs*

ONGs Internationaux / (Vacant)  
*International NGOs*

Secteur Privé / M. Reginald Boulos (Absent)  
*Private Sector*



**ANNEX 2: MEETING AGENDA**

**Eighth Steering Committee Meeting**

**Draft Agenda**

**March 30, 2012**

**World Bank Office, Pétion Ville**

**09:00 – 11:30**

- |                      |  |
|----------------------|--|
| <b>09:00 - 09:10</b> | <b>Welcome by the Chair</b>  |
| <b>09:10 - 09:20</b> | <b>Remarks from the Government representative (MPCE)</b>   |
| <b>09:20 - 09:30</b> | <b>Approval of the agenda</b>  |
| <b>09:30 - 10:15</b> | <b>Brief Updates:</b> <ul style="list-style-type: none"><li>- Trustee</li><li>- Secretariat</li><li>- Partner Entities (on project implementation)</li></ul>         |
| <b>10:15 – 11:15</b> | <b>Choice of Government counterpart for HRF</b> <ul style="list-style-type: none"><li>- Summary of options paper</li><li>- Discussion</li><li>- Next steps</li></ul> |
| <b>11:15 - 11:30</b> | <b>Other Business</b> <ul style="list-style-type: none"><li>- Reminder of procedures for the reallocation of funds and revision of approved projects</li></ul>       |
| <b>11:30</b>         | <b>Closing</b>   |



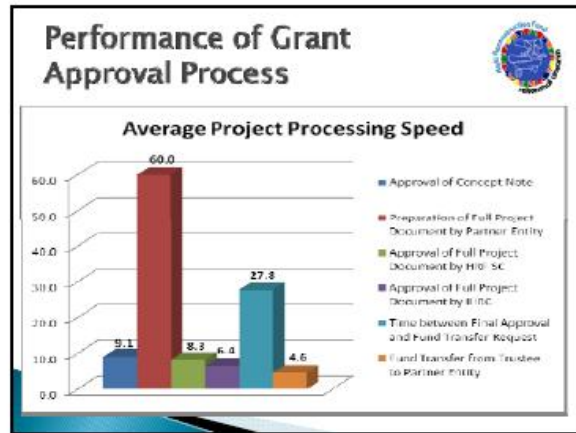
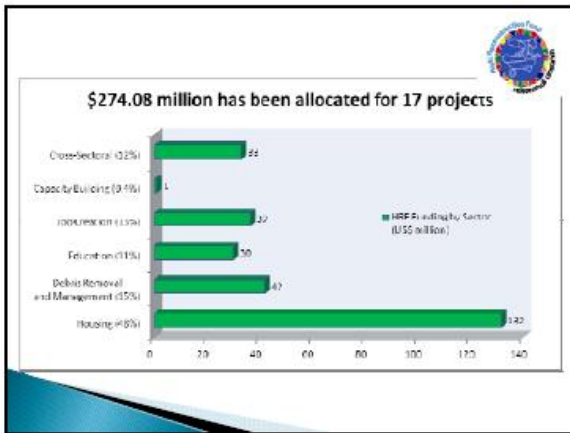
**ANNEX 3: HRF Secretariat Presentation**



**Proposal Management**



- ▶ Since the last SC meeting the Secretariat facilitated the processing of \$61.67 million for four projects; and
  - ▶ The Trustee transferred \$61.67 million to PEs for project implementation.
- ➔ Total project allocations now stand at \$274.08 million for 17 activities, of which 95% or \$259 million has been transferred to PEs.





### Steering Committee Support



- Since the last SC meeting, the Secretariat has:
- ▶ Disclosed the minutes and reports from the 6th and 7th SC meetings;
  - ▶ Maintained an active dialogue with the government on appointing a new HRF counterpart and prepared an options paper;
  - ▶ Liaised with the Trustee and PEs on project processing;
  - ▶ Followed up with the IHRC on a potential conflict of interest in the Milk Production project.

### Communication



- Since the last SC meeting, the Secretariat has:
- ▶ Hired a full-time communications officer;
  - ▶ Participated in press conferences and released press statements on major funding decisions and donor contributions;
  - ▶ Developed mass media products for HRF visibility;
  - ▶ Held information sessions for NGOs, journalists, Parliamentarians;
  - ▶ Briefed the PM, Finance Minister and Minister of Planning on the HRF's funding status, project pipeline and procedures;

### Reporting



- Since the last SC meeting the Secretariat has:
- ▶ Published and distributed the first HRF Annual Report;
  - ▶ Prepared and distributed the Autumn and Winter quarterly reports;
  - ▶ Prepared the Spring quarterly report to be released mid-April;
  - ▶ Updated the HRF performance standards report and Post-earthquake funding overview

### Post-Earthquake Funding for Haiti

