

**CATALYTIC FUND COMMITTEE MEETING  
PARIS—SEPTEMBER 17, 2008  
MINUTES**

**SUMMARY OF KEY DECISIONS**

1. **CF Allocation:** The CFC allocated US\$20.5 million to Guyana for the period 2009-11. The grant Supervising Entity is the World Bank and the modality is individual project funding.
2. **CF Transfer Agreement:** The CFC agreed that: (i) agencies/donors should forward names of volunteers to work with the FTI Secretariat to design a prequalification process for alternative Supervising Entities (SE). It was recommended that interested parties contact the FTI Secretariat by September 26, 2008. It was also agreed that members of the CFC will submit comments on the draft Transfer Agreement to the World Bank by October 15, 2008 (to be addressed to Nancy Pinto at [Npinto@worldbank.org](mailto:Npinto@worldbank.org)). Comments are sought in particular from agencies/donors who are likely to be signatories to a transfer agreement, that is, those who might be identified as alternate SEs in upcoming CF application packages.
3. **FTI Process Chart:** The CFC approved the overall FTI process chart with a revision of section 3b which should refer to the “Local Education Group” rather than the “Local Donor Group”; and an agreement that: (i) an early warning system be adopted for close monitoring of activities and processes upstream; and (ii) the CFC reserves the right to review implementation decisions made earlier.
4. **CF External Quality Review:** The CFC agreed that: (i) the FTI Secretariat will develop draft Terms of Reference (TORs) for the External Quality Review (EQR), along with a list of criteria for assessing the proposals. These draft documents will be circulated to members of the CFC for comments by the end of October 2008; and (ii) the final TORs will be submitted for approval at the next CFC meeting in Oslo in December 2008.
5. **Aid Modalities:** The CFC agreed that: (i) its members will submit comments to the FTI Secretariat on the draft modalities paper by October 1, 2008; and (ii) the final modalities paper will be submitted for approval at the next CFC meeting in Oslo in December 2008.
6. **FTI in Fragile States:** The CFC concurred with the decisions made by the FTI Steering Committee: (i) adopting a single FTI process for all countries; (ii) positioning the Transition Fund as a financing instrument within the FTI Partnership; and (iii) having Interim Status as an option for Fragile States. The CFC did not agree to modify the CF in order to provide financing for Fragile States. The CFC agreed that: (iv) the Central African Republic will be advised to continue with the work on revising its CF application for consideration at the meeting in December 2008, with full due diligence completed by the Local Donor Group and the FTI Secretariat to ensure that implementation capacity issues are addressed properly. It was agreed that: (v) Southern Sudan and Haiti will be advised to seek financing from the Transition Fund; and (vi) further discussions will be pursued for higher level collaboration to ensure a smooth transition between the two funds, and clear communication to the local education group.
7. **CF Replenishment Mechanism:** The CFC agreed that the FTI Secretariat will continue with the technical work on the development of a replenishment mechanism for presentation at its next meeting in Oslo in December 2008.

8. **Chairmanship of the CF Committee:** The CFC agreed that: (i) the Governance Task Team will develop a recommendation on the chairing of the CF Committee; and (ii) the FTI Secretariat will share the Netherlands' FTI Visioning Paper with members of the both the CF as well as the EPDF Committees for information.

9. **Next CFC Meeting:** The CFC agreed that its next meeting will take place in Oslo (Norway) in December 2008.

## I. INTRODUCTION

1. A meeting of the Catalytic Fund (CF) Committee of donors was held in Paris, France, on September 17, 2008. It was chaired by Nicholas Krafft, Director, Network Operations, Human Development Network, World Bank. The agenda is attached in Annex 1, and the list of participants and observers can be found in Annex 2.
2. Documentation. Electronic copies of a number of background documents were sent to members of the CFC before the meeting. Printed copies of the following documents were made available to participants at the meeting: (i) the fall 2008 CF Interim Status Report, and a progress report on processing and implementation for recently approved grants; (ii) a Transfer Agreement along with an explanatory note; (iii) an FTI Process Chart, and an issues paper on the External Quality Review; (iv) an EFA-FTI Modality Guidelines, and a summary of CF-related messages from the Accra meeting on aid effectiveness; (v) a paper on FTI Processes and Financing in Fragile States; (vi) the CF application package for Guyana; and (vii) an update on progress and issues on the development of a CF Replenishment Mechanism.
3. Introductory remarks. The Chair welcomed participants and thanked donors for their continuous support. He gave a brief update on progress since the last meeting in April 2008, and highlighted key challenges such as poor disbursement performance coupled with shortfalls in donor pledges on which new grant allocations are based.

## II. CATALYTIC FUND INTERIM STATUS REPORT

4. The Interim Status Report. The FTI Secretariat summarized the key messages from the CF Interim Status Report. It provided an update on disbursement performance since the Tokyo meeting, donor pledges and cash payments, and progress on recent grant processing and signatures. The World Bank followed and focused on concrete steps taken to speed up grant processing, disbursements and implementation, especially those approved after Bonn (Germany). These steps include upstream work before endorsement and CF application, and clarification, standardization and internalization of FTI processes and procedures for Bank management and staff alike. All concurred with the urgency for faster disbursement of approved grants. It was reiterated that poor disbursement performance may call into question the efficient use of funds, and undermine efforts to mobilize long term predictable financing through the proposed replenishment mechanism.
5. Better monitoring of disbursement performance. Although this was not a decision point presented to the CFC, it was recommended that that the World Bank and the FTI Secretariat track and report the time between key milestones such as grant allocation, signature of grant agreements, and effective disbursement into country systems. Such an exercise will provide a baseline against which disbursement performance can be monitored more accurately. Furthermore, it was recommended that information be provided to the CFC on the disbursement performance of other similar World Bank trust funds. And results of such a comparison could help identify issues specific to the CF so as to address more systematically.
6. Improving aid effectiveness. Discussions on ways to improve aid effectiveness were introduced via two presentations: (i) key messages from the Accra Agenda for Action (AAA) centered on the Paris Declaration which was delivered by the FTI Secretariat; and (ii) a panel discussions on the experience and lessons learned from the Mozambique case which was introduced by DFID. After these brief presentations, an in-depth discussion followed with perspective from CF donors, the World Bank as Supervising Entity, and the government officials. At the end, all agreed that this was a bad experience that should never be repeated. A few critical lessons were learned in

terms of country ownership in choosing the most aligned modality and instruments which, in turn, are likely to help speed-up grant processing and implementation.

### III. CATALYTIC FUND ALLOCATIONS: PRESENTATION AND DECISION

7. Guyana. The representative of the Coordinating Agency (the World Bank) made the country presentation; and in-depth discussions followed. The CFC welcomed the progress made by the country during the first phase of CF support in terms near achievement of UPC and focus on education quality. Issues raised, discussed and addressed included the de facto “first come and first served” approach being used; and the government’s choice of individual project funding as preferred grant modality. As previously agreed, members of the CFC reiterated that CF funds should be prioritized for IDA Category I countries based on available resources. At the end, the CFC approved a grant amount of US\$20.5 million to be implemented over the period 2009-11; and with World Bank as Supervising Entity.

### IV. OTHER AGENDA ITEMS

8. CF transfer agreement. The World Bank made a presentation of a draft legal document (i.e. the Transfer Agreement) which allows the Bank as Administrator and Trustee of CF funds to transfer resources to an alternative Supervising Entity when recommended by government and its local donor group, and endorsed by members of the CF Committee. It was reiterated that this possibility is open for the Multi-Donor Trust Fund (MDTF) only<sup>1</sup>. It was agreed that: (i) volunteers will be selected for designing a prequalification process for alternative Supervising Entity (SE) other than the World Bank. It was recommended that interested parties contact the FTI Secretariat by September 26, 2008; and (ii) members of the CFC will submit comments on the draft Transfer Agreement to the World Bank by October 15, 2008 (to be addressed to Nancy Pinto at [Npinto@worldBank.org](mailto:Npinto@worldBank.org)).

9. FTI Process Chart. The FTI Secretariat informed the Committee about the approval of the overall Process Chart by the Steering Committee; and drew members’ attention on the CF-specific section of the chart. After a brief discussion, the Committee also endorsed the overall chart with a revision of section 3b which should refer to the “Local Education Group” rather than the “Local Donor Group”. Furthermore, it was agreed that: (i) an early warning system be adopted for close monitoring of activities and processes upstream; and (ii) the Committee reserves the right to review implementation decisions made earlier.

10. CF External Quality Review. The FTI Secretariat made a short presentation on the draft issues paper; and in-depth discussions followed. Several questions were raised about the nature of the review; and its potential implications on the calendar and country-level process. It was agreed that the EQR progress will be adopted in 2009, and the experience will be reviewed a year after so that lessons could be learned. On the way forward, it was agreed that: (i) the FTI Secretariat will develop draft Terms of Reference (TORs) for the EQR, along with a list of criteria for assessing the CF proposals. These draft documents will be circulated to the CFC for comments by the end of October 2008; and (ii) the final TORs will be submitted for approval at the CFC meeting in Oslo in December 2008.

11. Aid modalities. The FTI Secretariat and the World Bank (OPCS) teamed up to make a presentation on the draft Guidelines on FTI Modalities and Instruments, and how the World Bank’s financial instruments can be used in that context. After in-depth discussions which followed, it was

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<sup>1</sup> Apart from the MDTF, the CF has two additional windows for which the World Bank is the sole Supervising Entity: (i) the EC-ACP TF funded by the European Commission, which can be allocated to African, Caribbean and Pacific countries; and (ii) the EC-Germany TF funded by both the European Commission and Germany.

agreed that all should worked together to identify an appropriate country case where the “performance-based disbursement tool” known in the Bank as Development Policy Grant/Lending could be used. This flexible instrument is based on policy measures, outputs, and outcomes rather than tracking inputs and expenditures. In terms of next steps, it was agreed that: (i) members of the CFC will submit comments to the FTI Secretariat on the draft modalities paper by October 1, 2008; and (ii) the final modalities paper will be submitted for approval at the next CFC meeting in Oslo in December 2008.

12. FTI in Fragile States. The Fragile States Task Team (FSTT) made a presentation on a paper entitled “A Global Process for Education: FTI Financing Mechanisms.” In its background paper, the FSTT made four key recommendations. The CFC concurred with the three decisions already made by the Steering Committee: (i) adopting a single FTI process for all countries; (ii) positioning the Transition Fund as a financing instrument within the FTI Partnership; and (iii) having Interim Status as an option for Fragile States.

13. Modified Catalytic Fund. However, the CFC did not agree to modify the CF in order to provide financing for Fragile States. The CFC agreed that: (iv) the Central African Republic will be advised to continue with the work on revising its CF application for consideration at the meeting in December 2008, with full due diligence completed by the Local Donor Group and the FTI Secretariat to ensure that implementation capacity issues are addressed properly. It was agreed that: (v) Southern Sudan and Haiti will be advised to seek financing from the Transition Fund; and finally (vi) further discussions will be pursued for higher level collaboration to ensure a smooth transition between the two funds, and clear communication to the local education group.

14. Replenishment Mechanism. As follow up on the agreement reached in Tokyo on the basis of the Concept Note for a CF Replenishment Mechanism, the FTI Secretariat presented a draft update on progress and issues. As of the recommendation made earlier that a clear timetable for a possible pledging conference cannot be discussed unless CF grant disbursements improved, decisions outlined in the paper could not be made. Rather, guidance was sought from members of the CFC as the way forward giving the sharp shortfall projected for the CF in the next few months. It was reiterated that the issue of prioritization for allocations will be addressed in this context in order to correct the current first come first rule for allocating limited CF resources.

15. Prioritization based on needs and performance. It was also noted that difficulties are likely to persist in the use of the “Needs and Performance Model” prepared by the FTI Secretariat—and presented at the CFC meeting in Tokyo—unless the overall size of the available resources is known in advance. At the end, it was agreed that the FTI Secretariat will continue with the technical work on the development of a replenishment mechanism for presentation at its next meeting in Oslo in December 2008.

16. Chairmanship of the CF Committee. The issue was raised briefly by the Chair, but no discussions took place. The CFC agreed that: (i) the Governance Task Team will develop a recommendation on the chairing of the CF Committee; and (ii) the FTI Secretariat will share the Netherlands’ FTI Visioning Paper with members of the both the CF as well as the EPDF Committees for information.

17. Next Committee meeting. It was agreed that the next Committee meeting will take place in December 2008 in Oslo (Norway).

Cleared with and cc. Mr. Nicholas Krafft, Chair; and CF Committee members.

**ANNEX 1: CATALYTIC FUND COMMITTEE MEETING AGENDA**  
**PARIS – SEPTEMBER 17, 2008**  
**UNESCO, FONTENOY BUILDING – ROOM II (2)**

The meeting was chaired by Nicholas Krafft, Director, Network Operations—Human Development Network, World Bank

<b>8.15am - 8.30am</b>	<b>Opening &amp; Agreement on the Agenda</b>	Chair (15 mins)
<b>8.30am - 9.00am</b>	<b>Update: CF Status Report and discussions</b>	
	<ul style="list-style-type: none"> <li>(i) Update from Steering Committee Meeting</li> <li>(ii) Financial situation (allocations, disbursement, liquidity situation)</li> <li>(iii) Progress since Tokyo (grants processing, TF quality assurance requirements, measures to speed up disbursements, and reporting)</li> </ul>	-FTI Secretariat (15 min)  -World Bank (10 min)
<b>9.00am - 11.00am</b>	<b>Improving Aid Effectiveness: Lessons from the Mozambique Experience</b>	
	<ul style="list-style-type: none"> <li>FTI and Aid Effectiveness: Key messages from the Accra HLF 3 meeting</li> <li>Panel presentation for improving aid effectiveness</li> <li>General discussions</li> <li>Summary from the Chair</li> </ul>	- FTI Secretariat (5 - 10 min)  - Panel - CF Committee - Chair (5-10 min)
<b>11.00am - 11.15am</b>	<b>Coffee Break</b>	
<b>11.15am - 12.15pm</b>	<b>Decision: CF Transfer Agreement</b>	
	<ul style="list-style-type: none"> <li>Presentation</li> <li>Discussions and decision</li> </ul>	-World Bank (15 min) - Committee (45 min)
<b>12.15pm - 12.30pm</b>	<b>Wrap-up: Summary of the morning sessions</b>	
	<ul style="list-style-type: none"> <li>Summary and conclusions</li> </ul>	- Chair (15 min)
<b>12.30pm - 2.00pm</b>	<b>Lunch Break</b>	
<b>2.00pm - 3.00pm</b>	<b>Decisions: FTI Process Chart</b>	
	<ul style="list-style-type: none"> <li>CF-related segments of the Process Chart</li> <li>EQR: Implementing Issues and proposal</li> <li>Decisions on Process Chart and EQR</li> </ul>	-SCLP task team (10 min) -FTI Secretariat (10 min) -CFC (40 min)
<b>3.00pm – 3.30pm</b>	<b>Aid Modalities and WB Financing Instruments</b>	
	<ul style="list-style-type: none"> <li>Agree on guidelines on the most aligned modality for the CF</li> </ul>	-FTI Secretariat (10 min) -World Bank (10 min) -Committee (10 min)
<b>3.30pm – 4.30pm</b>	<b>Decision: Fragile States</b>	
	<ul style="list-style-type: none"> <li>Presentation: Financing for education in Fragile States &amp; agreement to proceed with further design work on interim financing mechanism</li> <li>Discussions and decisions</li> </ul>	-TBA: Task team or FTI Steering Committee member (20 min)  - CFC (40 min)

<b>4.30pm - 4.45pm</b>	<b>Coffee Break</b>	
<b>4.45pm - 5.30pm</b>	<b>Decision: Guyana’s CF Allocation Request</b>	-Lead Donor (World Bank)—15 min
	<ul style="list-style-type: none"> <li>• Presentation</li> <li>• Discussions and decision</li> </ul>	- CFC (30 min)
<b>5.30pm – 6.00pm</b>	<b>Update on CF Replenishment Mechanism</b>	
	<ul style="list-style-type: none"> <li>• Presentation</li> <li>• Discussions and decision</li> </ul>	- FTI Secretariat (10 min) - CFC (15 min)
<b>6.00pm - 6.30pm</b>	<b>Other Business: Chairmanship of the CFC</b>	
	<ul style="list-style-type: none"> <li>• Presentation</li> <li>• Discussions and proposals</li> </ul>	- Chair (10 min) - CFC (20 min)
<b>6.30pm - 7.00pm</b>	<b>Wrap-up and conclusions</b>	
	<ul style="list-style-type: none"> <li>• Clarification of decisions made, summary conclusions, and next steps</li> </ul>	- Chair (30 min)



**ANNEX 2 – List of Participants**  
(Recorded in a separate document)

**Annex 2: List of Participants**  
 Catalytic Fund Committee Meeting  
 September 17, 2008  
 Paris, France

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**Annex 2: List of Participants**  
 Catalytic Fund Committee Meeting  
 September 17, 2008  
 Paris, France

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**Annex 2: List of Participants**  
 Catalytic Fund Committee Meeting  
 September 17, 2008  
 Paris, France

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