

NOTE FOR THE RECORD
8th CFIA MC Meeting
Monday 12 July 2010, 10.00am-11:00 am

Attendees:

Chair	: UN System Influenza Coordinator: David Nabarro	
UNSIIC	: Michelle Barrett	
Ex-officio member	: UNDP MDTF Office : Administrative Agent (AA)	Bisrat Aklilu
Secretariat	: CFIA	Olga Aleshina
Members	: FAO : ICAO : ILO : IOM : OCHA : OIE : UNDP : UNFPA : UNHCR : UNICEF : UNWTO : WFP : US Government : DFID : Government of Norway : Government of Spain:	Ian Douglas Anthony Evans Donato Kiniger-Passigli Anita Davies Michael Mosselmans Alex Thierman Ugo Blanco Francoise Ghorayeb Absent Lisa Doughten, Maria Costales Lorna Hartantyo Peter Scott-Bowden, Bahar Zorifi, Brian Ross Craig Carlson Andrew Jordan Absent Absent
Observer	: WHO : World Bank	Absent Absent

Agenda Item #1: Introduction

1. The Chair welcomed the CFIA Management Committee (MC) members: Participating Organizations, USAID and DFID to the 8th CFIA MC meeting.
2. The Chair expressed his satisfaction with the work that has been done through the CFIA to-date to realize the objectives of the UN Consolidated Action Plan for Avian and Human Influenza (UNCAPAHI).
3. The Chair updated the MC members on the latest Fund-level activities. Between the last MC Meeting in December and now, CFIA has received the 2009-pledged contribution from Spain of US\$577,000 and the new contribution from DFID of US\$ 9.1 million in the context of the joint Urgent Needs Identification and Prioritisation to help the most vulnerable countries mitigate the impacts of H1N1. The DFID resources were a part of a larger envelope, with some funding going directly to WHO.
4. The Chair commented how the CFIA has been a very active UN MDTF. The USAID's three-year grant of US\$ 27 million had been fully programmed last December, and he thanked the Participating Organizations for their work on this. The DFID recent contribution of US\$ 9.1 million, earmarked for UNICEF and OCHA, has been fully programmed, reviewed and approved by the MC and the funds transferred to the Participating Organizations. The Chair thanked the Participating Organizations for

providing technical review and electronic approval of the UNICEF proposal, which helped the expeditious fund transfer. He highlighted the importance of the CFIA peer technical review and praised the CFIA's mechanism of sharing experiences and lessons across agencies, which has made the CFIA a unique facility. The Chair also thanked agencies for providing electronic approval of the expansion of "Small Fund for UN Resident Coordinators" project to support activities by UN Country Teams to help Governments install robust business continuity planning for vital sectors and services, which is an exciting portfolio of activities. The DFID funding has enabled to finance 17 UN Country Teams.

5. The Chair noted that in June 2009 the Management Committee had approved the project revision of CFIA-A3 project "Support to Coordination of AHI Activities" to expand project activities in Egypt and the Middle East and North Africa Region in general, amounting to US\$ 300,000: US\$200,000 was provided from the CFIA balance in June 2009. In June 2010 the Emergency Reserve was accessed and US\$ 100,000 (the balance for the CFIA-A3 project which was approved in mid last year) was paid to UNDP. The current balance of the Reserve is US\$ 100,000.
6. The Chair highlighted that CFIA's focus during this year and next will be on effective implementation of approved projects, assuring results on the ground, and conducting a Lessons Learnt Exercise (LLE).
7. The Chair advised the MC that during this meeting the CFIA Lessons Learnt Exercise (LLE), which was discussed during the last meeting in December 2009, will be discussed in detail on the basis of the draft TOR circulated to the MC members the previous week. In line with the provisions of the CFIA TOR, the CFIA MC is expected to carry out periodic lessons-learned and review exercises. The CFIA Fund, currently at around US\$43 million, has been programmed with the majority of the funded projects are underway, and some projects being completed.
8. The USAID representative highlighted their interest in the LLE, which will help inform the relevant stakeholders, including USAID, of the effectiveness of the CFIA and provide information on what has been effective, what can be done better or differently, and what could be applicable to similar situations in the future.
9. The DFID representative expressed his satisfaction with the CFIA mechanism and the LLE proposal. The Chair thanked donors for their support to the CFIA and active participation in this joint partnership.

Agenda Item #2: Update on the funding situation of the CFIA

10. The MDTF Office Executive Coordinator, serving as the Administrative Agent of the CFIA, briefed the members on the overall funding framework of the CFIA.
11. He informed the MC members of the recently launched MDTF Office web-based information and knowledge GATEWAY, which is a publicly available web-site. The GATEWAY contains key CFIA information on donor commitments and deposits, transfers to Participating Organizations, expenditures, balance, governing documents (i.e. MOU, standard LOA, CFIA TOR, CFIA MC TOR), project summaries, quarterly progress updates on all CFIA funded projects, regularly received and uploaded to the web-site., etc).
12. In lieu of the normal CFIA Funding Framework, he shared the latest real-time information on the CFIA, which came directly from the GATEWAY. The total CFIA Portfolio amounts to around US\$ 43 million, with almost the entire amount of the donor commitment being approved. US\$ 35 million has been transferred to Participating Organizations. The remaining US\$8 million, that is not yet transferred, consists of the approved projects of Window B, funded by USAID, where OCHA and WFP are operating on the reimbursement level, due to their respective financial rules and regulations that do not permit interest recording reporting and refunding. As of 31 December 2009, the Agencies reported US\$ 21 million in expenditure.
13. He informed the MC that the 2009 CFIA Annual Consolidated Report was produced and disseminated in early June 2010, and is available on the CFIA web-site of the MDTF Office GATEWAY.

Agenda Item #3: Lessons Learned Exercise

14. The Chair highlighted that the proposed LLE is intended to provide lessons learned during the course of implementation of projects and their respective contributions in terms of achievements, constraints and failures towards collective contribution to UNCAPAHI. He proposed to discuss LLE's potential scope, objectives and indicators.
15. CFIA was explicitly designed to fund the unfunded and under-funded priorities of UNCAPAHI, particularly Objective 6 and 7 which focus on Pandemic Preparedness and Contingency Planning.
16. The LLE will also critically review the associated CFIA processes and procedures and their role in maximizing the operational effectiveness of the CFIA. The question of a relative merit of a single instrument compared to moving funding separately to recipients will be explored. It would be important to look critically if the mechanism itself is valued by the donors and Participating Organizations. With this Exercise, the CFIA will be able to document achievements, challenges and shortcomings.
17. To the extent possible, the LLE will objectively assess the programmatic contributions of the Participating Organizations to UNCAPAHI un-funded and underfunded priority areas. The Exercise will assess if the results were delivered with effectiveness.
18. The Chair invited the CFIA MC members to provide feedback on the CFIA LLE TOR, which was sent to MC members last week. He urged to move on with the exercise as soon as possible.
19. The feedback of the MC members to the proposed LLE is summarized as follows:
 - ICAO – supported
 - FAO – supported
 - ILO – supported
 - IOM – supported
 - OCHA – supported. Feedback: OCHA suggested identifying the lessons learned and the mechanisms that can be used beyond the CFIA, even using different funding facilities.
 - OIE- disconnected from the call when this agenda item was discussed
 - UNDP – supported
 - UNWTO – supported
 - UNICEF – supported. UNICEF also shared OCHA's comment. It also requested to take into account the special characteristics of the fund, particularly reviewing how earmarking may have affected the Fund's functioning.
 - WFP – supported. WFP expressed the desire to better understand how their own lessons-learned modality and accumulated evidence could be incorporated into this Exercise.
 - UNFPA – supported. UNFPA wishes to see how lessons learned could be used to address similar public health issues.
 - USAID – supported. Feedback is also reflected in paragraph 8 of this NFR.
 - DFID – supported. DFID acknowledged that the timing of this study is appropriate, as pandemic is reduced.
20. The Chair stressed that there is no available funding to finance the LLE, and requested the CFIA donor partners to contribute towards the cost of this Exercise. The Donors will inquire within their institutions about the possibility to contribute to the cost of the study.
21. The Chair gave the floor to the MDTF Office Executive Coordinator, who briefly shared his experience of being involved in similar Lessons Learned exercises for other UN MDTFs (UNDG Iraq Trust Fund, Peacebuilding Fund, Common Humanitarian Funds, and One UN Pilots). Based on the past experience with lessons-learned studies and the scale of the CFIA, the Executive Coordinator suggested the indicative cost of the study, which may be around US\$ 150,000. However, the actual costs will be known once consultants responded to the Request for Proposal that will be issued.

22. The Chair proposed the following steps:

- The LLE is approved, taking into account the comments of the MC.
- The TOR will be adjusted to incorporate the comments of the MC members (i.e. how organizations lessons' learned could be applied in this study, how this mechanism compares to the alternative with various sources of funding, what mechanisms may be used beyond the CFIA, and a review of the CFIA earmarking)
- A small LLE Steering Group will be established, which will consists of representative(s) from Participating Organizations and representative(s) from the donors. This Group will overview the finalization of the TOR, as well as the consultants' recruitment process, review the initial inception report of the selected consultants, guide the consultants on what to select as the case-studies, and report back to the MC periodically.

23. The Chair suggested to finance the study as follows:

- US\$ 58,000 of interest earned/accumulated in the CFIA to be used to cover some part of the study
- CFIA to mobilize around US\$ 100,000 from donors.
- If the MC faces difficulties finding funding for the study, other prospective funding sources would be explored.

24. The Chair suggested leaving US\$ 100,000 in the CFIA Emergency Reserve, since urgent funding might be required in the course of this year or next.

Agenda Item #4: Any Other Business

25. The Chair suggested at this time to raise any issues, in addition to those that have been discussed. No issues were raised.

26. The meeting concluded.