

**Direct Funding  
Steering Committee**

**Minutes  
of the 19th  
Steering Committee meeting**

**February 23, 2010**

**14:00 – 15:00**

**Ministry of Education**

The Steering Committee meeting was attended by:

Steering Committee Positions.	Designation at Office	Name	Attendance
Chairperson	Secretary, MoE	Mr. Deependra Bickram Thapa	Present
Special Invitee	Secretary, MoE	Dr. Ram Swarup Sinha	Present
Member	Joint Secretary, MoE	Mr. Gyan Darshan Udas	Present
Member	Joint Secretary, MoE	Mr. Mahashram Sharma	Present
Member	Joint Secretary, MoE	Dr. Lava Deo Awasthi	Present
Member	ED, CDC	Mr. Laxmi Prasad Khattry	Present
Member	ED, NCED	Mr. Harka Prasad Shrestha	Present
Member	ADG, STRO	Mr. Diwakar Awasthi	Present
Member	Minister Counsellor, EoD	Mr. Ove Fritz Larsen	Present
Member - Secretary	Under Secretary, MoE	Dr. Lekha Nath Poudel	Present
Invitee	Director, RED, Sanothimi	Mr. Bal Ram K.C.	Present
Invitee	DD, DoE	Mr. Kamal Kumar Shrestha	Present
Invitee	Under Secretary, MoE	Mr. Tulashi Prasad Thapaliya	Present
Invitee	Under Secretary, MoE	Mr. Ram Krishna Subedi	Present
Invitee	Deputy Director, DoE	Mr. Hari Prasad Lamsal	Present
Invitee	Under Secretary, MoE	Mr. Yoga Raj Pokharel	Present
Invitee	Deputy Director, CDC	Dr. Ananda Paudel	Present
Invitee	Under Secretary, MoE	Mr. Bishnu K Sharma	Present
Regular Invitee	CTA, ESAT	Mr. Frank Jensen	Present
Invitee	ESAT	Mr. Jeet Thapa	Present
Invitee	SO, MoE	Mr. Nakul Baniya	Present
Invitee	AO, MoE	Mr. Deepak Lamichhane	Present
Invitee	SO, MoE	Mr. Mukunda Mani Khanal	Present
Invitee	AO, STRO	Mr. Kriparam Jijyal	Present
Invitee	AO, ESAT	Mr. Manjeet Shrestha	Present
Invitee	SAO, ESAT	Ms. Prasansa Shrestha	Present
Invitee	HoF, ESAT	Ms. Ratnaa Maharjan	Present
Invitee	SO, MoE	Mr. Indra Bahadur Kunwar	Present

The meeting started: 14:00

The meeting ended: 15:00

The meeting was convened according to the following agenda:

### **Proposed Meeting Agenda**

- | <b>#</b> | <b>Agenda Item</b>  |
|----------|---|
| 1        | Approval of Proposed Agenda                                   |
| 2        | Approval of Minutes of 18th Meeting held on November 17, 2009 |
| 3        | Status of Outstanding Advances                                |
| 4        | Physical Progress   |
| 5        | Financial Progress  |
| 6        | Programme Completion Reports                                  |
| 7        | Information from members                                      |
|          | a) Ministry of Education                                      |
|          | b) Embassy of Denmark   |
| 8        | AoB   |

## Item 1: Approval of Agenda

It was agreed that the proposed meeting agenda would serve the purpose of the meeting.

**Decision:**

**The Proposed Agenda was approved**

## Item 2: Approval of Minutes of the 18<sup>th</sup> SC Meeting, November 17, 2009

**Decision:**

**The minutes of the 18<sup>th</sup> SC meeting were approved without comments.**

## Item 3: Status of Outstanding Advances

The Secretariat shared with the SC members that there were no outstanding advances. The Secretariat extended its appreciation to all the concerned implementing agencies for the cooperation extended to the Secretariat in settling all accounts in time.

## Item 4: Physical Progress

The Secretariat shared that the status of the physical progress achieved by end of December 2009 was summarized in the Planning & Monitoring Sheet included with the meeting documents and further detailed in the reports received from the implementing agencies, also enclosed with the meeting documents.

The Secretariat shared that as this was the final and closing meeting for the EFA and SESP Danida Direct Funding arrangement, the Secretariat had requested the implementing agencies to prepare and submit closure reports for their activity areas. The collection of closure reports serve the purpose of documenting the experiences and lessons learned during the implementation of the activity areas and identify follow-up activities that would increase the likelihood those benefits will be sustained over the coming years. By making available lessons learned to other colleagues it is hoped that they can avoid repeating mistakes while pursuing best practices during the planning and implementation of activities of a similar nature in the future.

## Item 5: Financial Progress

### Background

The Secretariat presented a summary overview of the financial progress for both the EFA and SESP programme by activity area and implementing agency.

The Secretariat also shared that Planning & Monitoring Sheet enclosed with the meeting documents summarises the approved budget, planned implementation targets and status of financial and physical progress of the activities approved for Direct Funding support in the extended period from 16 July to 31 December 2009.

Table 5.1 below summarises the financial progress as of 31 December 2009 by implementing agency.

**Table 5.1: Summary of financial progress by implementing agency**

<b>Implementing agency</b>	<b>Budget</b>	<b>Expenditure</b>	<b>Utilisation</b>
DOE	27,636,750	22,897,494	82.9%
NFEC	12,706,967	6,042,978	47.6%
CDC	15,052,237	7,121,918	47.3%
MOE	9,354,007	4,841,902	51.8%
NCED	18,291,161	13,742,910	75.1%
OCE	2,038,000	1,731,367	85.0%
TRO	1,707,413	1,676,518	98.2%
Contingency	250,000	1,535,890	614.4%
ESAT	4,650,000	4,635,927	99.7%
<b>TOTAL</b>	<b>96,976,035</b>	<b>67,940,553</b>	<b>70.1%</b>

As indicated in the table above, the overall financial progress for the period was 70%.

### Discussion

The meeting discussed whether the 'less-than-expected' financial progress meant that funds would be lost or still could be transferred to the Government Red Book.

The representative from the Embassy of Denmark shared that the Embassy is currently looking into the issue with the aim of ensuring that any remaining balance will be transferred to the Government Red Book.

## Item 6: Programme Completion Reports

## Objective

The objective of this item on the agenda was to ensure that the final EFA and SESP programme completion reports were shared with the SC members, endorsed by the SC and signed by the Chairperson of the SC and the representative from the Embassy of Denmark.

## Background

The Secretariat briefly explained that all Danida-funded bilateral programmes and projects require that a completion report must be prepared upon the end of the period covered by the appropriation (i.e. at the end of each phase of a programme). Programme Completion Reports (PCR) serve the *double purpose* of providing documentation for the use of Danish funds in accordance with general principles for financial management of public resources; and generating lessons learned of general interest to future Danida-funded activities.

The Secretariat had taken on the responsibility for facilitating the task of preparing the enclosed programme completion reports for EFA and SESP, and for ensuring that drafts were shared, edited based on received feedback and finalised. The process included a Programme Completion Report Workshop held on the 19<sup>th</sup> of November 2009 with participation from all agencies. The final reports with their lessons learned and inherent follow-up proposals are expected to serve as an input for the review of long-term strategies as well as short term action plans.

## Discussion

The Chair expressed appreciation of the work carried out by the implementing agencies as well as the Secretariat and congratulated everyone with the completion reports.

The representative from the Embassy of Denmark also expressed appreciation of the cooperation extended by everyone under the Direct Funding arrangement. He shared that there had been many good initiatives and pilots undertaken through the current direct funding arrangement and expressed hope that this will also be the case in the upcoming arrangements for joint direct funding.

## Decision

The final programme completion reports were endorsed by the SC and subsequently through the signatures of the Chairperson and the representative of the Embassy of Denmark.

## **Decision:**

**The EFA and SESP programme completion reports were endorsed by the Steering Committee and subsequently signed by the Chair and the representative from the Embassy of Denmark.**

## Item 7: Information from Members

### Ministry of Education

The Ministry shared that today we are closing a successful phase of direct funding; we are also preparing for the next phase where the aim is to establish a common or Joint Direct Funding Arrangement. The Ministry has a draft Memorandum of Understanding that has been shared with development partners and will be used to ensure alignment of all the support that is not provided through the Red Book system.

The preparation of a new manual for the planning, implementation, monitoring and reporting on activities under the upcoming Joint Direct Funding Arrangement is already under way and will attempt to achieve even more alignment with government policies and principles so as to reduce cost of administration and avoid duplication. Hence, the Ministry ensured that the direct funding mechanism will not be discontinued and that there will be no vacuum as arrangements already have been made to ensure the continuation of the Secretariat, including ESAT, during this transition phase.

Finally, the Ministry extended its thanks to all the implementing agencies and the SC members as well as the Secretariat for the cooperation and efforts to ensure good utilization of the funds made available through the direct funding mechanism.

### Embassy of Denmark

The Embassy of Denmark thanked everyone for their contribution towards making the direct funding arrangement a useful instrument, in particular in relation to capacity development and piloting activities, but also in other areas. The representative expressed hope that the experiences and lessons learned could be transferred to the next phase and that other development partners would join the common arrangements.

### Secretariat

The Secretariat shared that the final closure audit of the EFA and SESP direct funding activities will start this week and a final report is expected by third week of April.

The Secretariat extended its appreciation and thanks to the implementing agencies for their cooperation during the programmes.

## Item 8: Any other Business

There was no other business.

## Closing Remarks

The Chair closed the meeting by thanking the SC members as well as all the colleagues and friends in the implementing agencies, the Secretariat, and Embassy of Denmark that have extended their support to the direct funding arrangement. The Chair expressed appreciation of the work carried out under the direct funding arrangement till date hopes for a successful outcome of the on-going efforts to establish a joint direct funding arrangement and integrate direct funding for the next phase with the School Sector Reform Plan.

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**Mr. Deependra Bickram Thapa**  
**Secretary**  
**Chairman, Direct Funding Steering Committee**

**Date: 25 February 2010**

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**Dr. Lekha Nath Poudel**  
**Under Secretary, FACS MoE**

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**Frank Jensen**  
**CTA, ESAT**

**The Secretariat, Direct Funding Steering Committee**

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Mr. Deependra Bikram Thapa  
Secretary

Chairman, Direct Funding Steering Committee

Date: 25 February 2010



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