

West and Central Africa Regional Meeting
Reinforcing CCM Capacity and Accelerating the implementation of Global
Fund Programs
14-16 September, 2005
Abuja, Nigeria

Executive Summary

The Global Fund conducted the West and Central Africa Regional Meeting, *Reinforcing CCM Capacity and Accelerating the implementation of Global Fund Programs* from 14 -16 September, 2005 at the Nicon Hilton Hotel, Abuja, Nigeria. The main objectives of this Regional Meeting, funded by USAID, UNAIDS and UN DP, were to clarify roles and responsibilities, in particular the requirements of CCMs during the life cycle of the grant, to clarify grant-related processes and to identify technical assistance needs and availability of technical assistance in the countries of the region.

The Regional meeting agenda was designed to facilitate CCMs and Principal Recipients to learn from each other by sharing experiences through presentation of case studies from all countries present and through more in-depth discussions during the working group sessions. Clinic sessions with Global Fund staff responsible for Monitoring and Evaluation, Financial Management, Procurement and Supply Management were organized to clarify issues related to these specific areas. The Regional meeting agenda and methodology were consistent with the Global Fund's efforts to listen and learn from the recipient countries.

Seventy four participants attended the Regional Meeting. Forty eight of these were Country Coordinating Mechanism (CCM) members, Principal Recipients (PR) and sub-recipients from the eight recipient countries in West and Central Africa. They were joined by representatives of the Local Fund Agents (LFA) for the region, the major technical partners such as GTZ, USAID, UNAIDS, UNDP, WHO and from the international NGOs. Global Fund Secretariat staff members provided support to and participated in the meeting.

Participants identified constraints and barriers to meeting the CCM requirements and program implementation. They formulated recommendations to ensure true multi-sectoral representation, participatory and inclusive functioning of CCMs and the avoidance of conflict of interest. Issues related to Procurement and Supply Management, to Financial Management and to technical assistance were raised and solutions proposed. The technical partners presented their modalities for provision of technical support. Based on the recommendations adopted by the meeting, each CCM and country delegation developed a draft 12 month follow-up action plan which included details on their technical assistance needs. This action plan would be proposed to the other members of the CCMs on their return to their countries for further development and implementation with support from country level partners. Action plans will be available from the CCMs after adoption.

The analysis of the regional meeting evaluation conducted at the end of meeting indicated that the Regional Meeting met the expectations of the participants in terms of them having gained a better understanding of the CCM roles, responsibilities and requirements and of the Global Fund grant related processes. The participants confirmed that the participatory approach of the Regional Meeting facilitated the sharing of lessons learnt and the sharing of experiences among the CCMs.

Summary of recommendations

1. *Strengthening participation of the non-government sector in CCMs & in implementation:*

1.1 People living with diseases:

- As members of CCM, people living with the disease must be supported to go beyond token representation to active participation.
- As for all other civil society members, empower through capacity building people living with the diseases to truly participate in CCM decision-making & in implementation. This activity should be included in the country proposal submitted to GF.
- Capacity building of People Living with the diseases should be a priority and this can best be done through networks such as regional and international networks.

1.2 Promote private sector participation through:

- Sharing effective private sector experience in CCM management and program implementation.
- Working with existing private sector networks.

1.3 Promote Civil Society participation through:

- Sharing information with CS in country on the Global Fund and on program implementation status.
- Conducting annual mapping of active CS organizations and their expertise.
- Building capacity of CS in the context of proposal implementation.

2. *Proposal development*

- CCM should lead the development of a transparent proposal development process.
- CCM to develop a process of dissemination for proposal development that will enable the participation of all stakeholders.

3. *PR nomination*

- CCM to develop transparent criteria for PR nomination.
- As required by the Global Fund, PR & CCM Chair should come from different entities. If this is unavoidable then Conflict of interest policy should be in place.

4. *CCM oversight*

- Develop process and tools for oversight of implementation.
- Set up CCM technical committees for oversight of and support to implementation including:
 - TA mobilization
 - Information dissemination on implementation status

5. *Phase 2 renewal*

- All partners should be involved in the Phase 2 process from the beginning of Phase 1.
- Address problems early in Phase 1 to avoid problems in applying for Phase 2 funding (approval or funding cuts), frequent problems arise often in the context of the management of the Procurement and Supply Systems.
- Global procurement channels to be created for ARVs & full use must be made of existing facilities such as GDF, MMSS to reduce delays.

6. *Technical Assistance*

- Budgeted technical assistance plan should be included in the Country Proposal.
- Put in place exit plan for TA so sub-recipients can continue functioning after TA is over.
- TA requests should be sent in advance to facilitate timely, quality partner response.
- Ownership, management and coordination of TA should be country led.
- Country level TA including NGO TA provision should be considered.
- County level TA providers should be coordinated.

7. *PR, CCM and LFA relationships*

- Promote clearer understanding of the roles & responsibilities of each entity and share this information among all the entities.
- Improve communications between PR and CCM, GF Secretariat and CCMs, as outlined in CCM revised guidelines and grant agreement.
- Develop and implement governance tools, establish oversight committees/task forces to support CCMs to better carry out their oversight role.
- The Global Fund establishes process to share summary of assessment reports with the CCM and PR.

8. *Procurement and Supply Management*

- Encourage participation LFAs to procurement workshops.
- Where possible, train local procurement staff, use where available/ develop local procurement services.
- PR strongly encouraged to launch procurement activities in Q1 (latest Q2) to minimize delays in subsequent implementation.
- TGF and LFA to consider permanent technical staff.

9. *Financial Management & SR Management*

- PRs to provide a detailed working budget with breakdown of line items.
- In consultation with the CCM, PR should put in place a transparent and competitive process of selection and contracting of SR;
- To facilitate reporting SR should use the same format as the PR;
- PR should timely address SR's poor performance as a priority;
- Disbursement to SRs should be based on performance.

10. *Global Fund related issues*

- Reduce the frequent changes of FPM;
- Facilitate on-going capacity development to CCMs, PRs and S-Recipients throughout the grant cycle.