

# MINUTES OF THE MEETING



Investing in our future

**The Global Fund**

To Fight AIDS, Tuberculosis and Malaria

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## 25th COUNTRY COORDINATING MECHANISM (CCM)

JAMBAYANG RESORT, THIMPHU

AUGUST 20, 2013

Prepared by

CCM Secretariat

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The 25<sup>th</sup> CCM meeting was held on 20<sup>th</sup> August 2013, with the objectives to

- Update on TFM proposal, HIV/AIDS, TB and Malaria
- Introduction to new funding model
- CCM membership renewal

Attendees:

CCM Members:

1. Ms.PhuntshokChoden, CCM Chair/ Strategic Advisor, BAOWE (NGO Constituency)
2. Mr.NimaWangdi, CCM Vice Chair/ Secretary, Ministry of Health (Government Constituency).
3. Dr.DorjiWangchuk, Director General, DoPH, MoH
4. Dr.Nani Nair, WHO Representative (Multilateral Constituency)
5. Dr.SangaDorji, Ex. Director, Disabled Person's Association in Bhutan (NGO Constituency)
6. Ms.DechenZam, Chief Planning Officer, PPD, MoE (Govt. Constituency)
7. Mr.WangdaDorji, Executive Director, Lhaksam (PLWD Constituency)
8. Lam NgodrupDorji, Vice Chairman, Ati Foundation (FBO Constituency)
9. Mr.TashiDhendup, key affected population

Alternate CCM Members:

1. Ms. DekiZam, Program Coordinator, Draktsho Vocational Training Center for Special Children and Youth (Government Constituency).
2. Mr.Binai Lama, portfolio coordinator,
3. Dr. Isabel Simbeye, Health and Nutrition Specialist, UNICEF Bhutan (Multilateral Constituency)
4. Ms. Karma Choden, RENEW
5. Ms.Tandinlhamo, Program coordinator, GNHC

Principal Recipient (PR) Representatives:

1. DrKarma Lhazin, Chief Program Officer, CDD, DoPH, MOH
2. Mr NamgyelWangchuk, Coordinator, PMT, MOH
3. MrTobgayDrukpa, Sr. Program Officer, VDCP, MOH.
4. MrNamgayTshering, Program Officer, National HIV/AIDS Control Program, MOH
5. MrChewangRinzin, Sr. Program Officer, National Tuberculosis Control Programme, MoH
6. MrTashiDendup, Program Officer, NTCP, MoH
7. Mr Rudra Mani Dhimal, Dy Chief Finance Officer, AFD, MOH
8. Mr Sherub Tenzin, Accountant, VDCP, MOH

CCM Secretariat:

1. Mr Karma, CCM Coordinator
2. Ms Suneeta Chhetri, Asst. M&E Officer

Observers:

1. Dr Tandin Dorji, Local Fund Agent, UNOPS.
2. Ms Tshering Wangmo, Manager, RENEW Secretariat (NGO Constituency)

Quorum:

70% attendance

Sl.#	Agenda	Discussion
1	Opening remarks	<p>The 25<sup>th</sup> CCM was chaired by Mrs.Phuntsho Chhoden, CCM Chair, in her opening remark; she acknowledged members and implementing entity for attending the meeting and providing continuous support to fight against HIV, TB and Malaria in the country level.</p> <p>The Hon'ble Chair briefly read out the draft agenda for approval</p>
2	Adoption of the agenda	The CCM members endorsed the agenda for discussion.
1	Presentation	Discussion/Recommendation
1	Follow up actions on oversight Committee and summary report of oversight meeting	<p>As follow up of 24<sup>th</sup> CCM meeting, the CCM coordinator presented/updated on;</p> <ul style="list-style-type: none"> <li>➤ new oversight committee members as the following : <ul style="list-style-type: none"> <li>- Mr Kencho Wangdi, Portfolio Coordinator, SNV as Chair</li> <li>- Mr Sherub Gyeltshen, Planning officer, GNHC as Vice chair</li> <li>- Ms Phuntsho Choden, Strategic Advisor, Bhutan Association of Women Entrepreneurs.</li> <li>- Mr Wangda Dorji, Executive Director, Lhaksam.</li> <li>- Dr Isabel V. Simbeye, Health Specialist, UNICEF Bhutan</li> <li>- Mr Kinley Tenzin, Sr.Program Officer, Bhutan Youth Development Fund.</li> <li>- Mr Tshering Dorji, Dy. Chief Accounts Officer, Ministry of Finance.</li> </ul> </li> <li>➤ orientation to newly oversight members</li> <li>➤ quarterly oversight meeting</li> <li>➤ Summary report of oversight committee meeting: Members were informed on the oversight committee meeting to review quarterly progress report of last reporting.</li> </ul> <p>During the course of oversight meeting, committee pointed out the following observation;</p> <ul style="list-style-type: none"> <li>• TB, Round 6, Phase II, Committee came across total saving of USD 2,55,951.2 (including un-disbursed amount from TGF)</li> </ul>
		<p>The programs were requested to clarify/comment for saving</p> <p>The programs update that without considering the following activities the saving was reflected</p> <p>TB Program,</p> <ul style="list-style-type: none"> <li>- Procurement of reagents</li> <li>- External review meeting</li> <li>- World TB day observation</li> <li>- Refurbishment of TB ward</li> <li>- Re-imburement to Government (pre-financing)</li> </ul> <p>CCM recommended that after considering all into account, program shall update financial savings (electronically) immediately.</p> <p>HIV/AIDS program</p> <ul style="list-style-type: none"> <li>- KAP survey</li> </ul> <p>CCM recommended that after considering all into account, program shall update financial savings (electronically) immediately.</p>

<ul style="list-style-type: none"> <li>• HIV/AIDS, Round 6, Phase II, Committee came across total saving of USD 246246.9 (including un-disbursed amount from TGF)</li> <li>• Malaria, Round 7, Phase II, Committee came across total saving of USD 1,48,723.5 (including un-disbursed amount from TGF)</li> </ul>	<p>Malaria Program</p> <ul style="list-style-type: none"> <li>- KAP survey</li> <li>- External review meeting</li> <li>- Master's degree in tropical medicine- could not implement due to lack of candidate</li> <li>- TA recruitment was not required.</li> </ul>	
<p>3 TFM Progress update -HIV</p>	<p>Discussion</p>	<p>Decisions/recommendation</p>
<p>Mr.NamgayTshering, Program Officer, update the members on the approved TFM proposal of HIV program:</p> <ol style="list-style-type: none"> <li>1. Program goals and objectives</li> <li>2. Performance framework</li> <li>3. Budget summary</li> <li>4. Update on implementing partners</li> <li>5. Budget and activities distribution among sub recipients</li> <li>6. PSM plan</li> <li>7. Target group</li> </ol> <p>Further, to this effect, program has received first disbursement of USD 4,00,891 under TFM on 16th July 2013.</p>		<ol style="list-style-type: none"> <li>1. To avoid similar incidences like previous grant, the CCM recommended that the program can submit disbursement request well in advance.</li> <li>2. During grant negotiation process the expenses for the additional procurement of test test kits was not entertained, Thus CCM recommended the program to submit the budget proposal to WHO at the earliest.</li> </ol>

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4	TFM Progress update – TB	Discussion	Recommendations and Decisions
		<p>Mr. Chewang Rinzin, Sr. Program Officer, update the members on approved TB TFM proposal:</p> <ol style="list-style-type: none"> <li>1. Program goals and objectives</li> <li>2. Performance framework</li> <li>3. Budget summary</li> <li>4. Update on implementing partners</li> <li>5. Budget and activities distribution among sub recipients</li> <li>6. PSM plan</li> <li>7. Target group</li> </ol> <p>Further, to this effect, program has received first disbursement of USD 93,636 under TFM on 10<sup>th</sup> July 2013.</p>	<p>Though the proposal was technically approved, members discussed on case notification rate, migrant workers and physical screening of TB patients</p> <p>The CCM recommended that in order to avoid delays of DR in future, the program should pre-plan and accelerate their activities.</p> <p>Program also appraised that proposal to procure second line drugs has been submitted to TGF</p>

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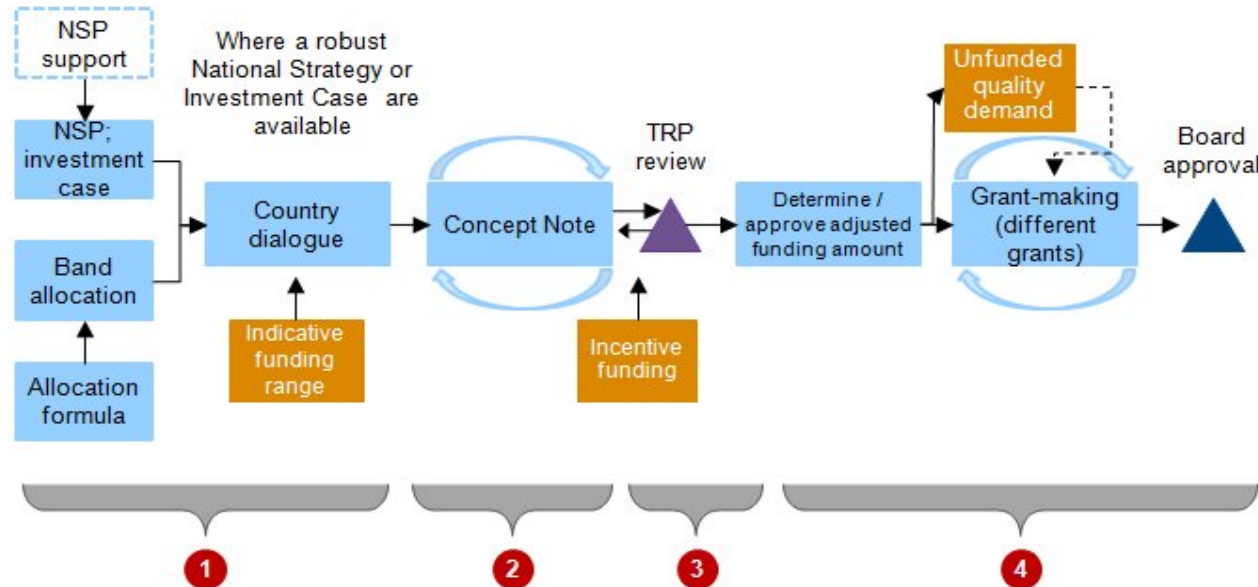
5	TFM Progress update – Malaria	Discussion	Recommendations and Decisions
		<p>Mr. Tobgay, Dy. Chief Program Officer, presented the approved TFM proposal, Malaria program.</p> <ol style="list-style-type: none"> <li>1. Program goals and objectives</li> <li>2. Performance framework</li> <li>3. Budget summary</li> <li>4. Update on implementing partners</li> <li>5. Budget and activities distribution among sub recipients</li> <li>6. PSM plan</li> <li>7. Target group</li> </ol> <p>Members were informed that program did not receive any disbursement of TFM proposal, though DR request has been submitted long time back.</p>	<p>The CCM recommended that in order to avoid delays of DR in future, the program should pre-plan and submit the request well in advance.</p>

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6	Introduction to new funding model	Discussion													
<p>Mr NamgayThsering, PO, NACP and Mr Jigme Thinley, M&amp;E, PMT attended the workshop on New Funding Model, in Kathmandu, organized by WHO.</p> <p>Members were updated on the basic principal and requirement of new funding model.</p> <p>The key features of the new funding model are :</p> <table border="0"> <tr> <td data-bbox="315 609 504 690"><b>Predictable funding</b></td> <td data-bbox="504 609 1417 690"> <ul style="list-style-type: none"> <li>• Applicants are given an indicative funding range over a 3-year period</li> <li>• The Secretariat will hold indicative amounts for applicants until they apply</li> </ul> </td> </tr> <tr> <td data-bbox="315 714 504 795"><b>Timing of requests</b></td> <td data-bbox="504 714 1417 795"> <ul style="list-style-type: none"> <li>• Applicants apply for funding when they want</li> <li>• Applicants can submit different disease or HCSS requests at different times</li> <li>• Applicants can use in-country planning cycles</li> </ul> </td> </tr> <tr> <td data-bbox="315 828 504 909"><b>Length of grants</b></td> <td data-bbox="504 828 1417 909"> <ul style="list-style-type: none"> <li>• Three years</li> </ul> </td> </tr> <tr> <td data-bbox="315 941 504 1023"><b>Early feedback</b></td> <td data-bbox="504 941 1417 1023"> <ul style="list-style-type: none"> <li>• Applicants submit a funding request through a "Concept Note"</li> <li>• Early feedback from the Secretariat and the TRP = higher success rate</li> </ul> </td> </tr> <tr> <td data-bbox="315 1055 504 1136"><b>Incentive funding</b></td> <td data-bbox="504 1055 1417 1136"> <ul style="list-style-type: none"> <li>• Competitive funding in addition to indicative range</li> <li>• Rewards high impact, well-performing programs</li> <li>• Encourages ambitious requests</li> </ul> </td> </tr> <tr> <td data-bbox="315 1169 504 1250"><b>Grant-making</b></td> <td data-bbox="504 1169 1417 1250"> <ul style="list-style-type: none"> <li>• Upfront risk and capacity assessments</li> <li>• Differentiated processes to ensure disbursement-ready grants</li> <li>• Funding requests negotiated <u>before</u> Board approval</li> </ul> </td> </tr> </table>				<b>Predictable funding</b>	<ul style="list-style-type: none"> <li>• Applicants are given an indicative funding range over a 3-year period</li> <li>• The Secretariat will hold indicative amounts for applicants until they apply</li> </ul>	<b>Timing of requests</b>	<ul style="list-style-type: none"> <li>• Applicants apply for funding when they want</li> <li>• Applicants can submit different disease or HCSS requests at different times</li> <li>• Applicants can use in-country planning cycles</li> </ul>	<b>Length of grants</b>	<ul style="list-style-type: none"> <li>• Three years</li> </ul>	<b>Early feedback</b>	<ul style="list-style-type: none"> <li>• Applicants submit a funding request through a "Concept Note"</li> <li>• Early feedback from the Secretariat and the TRP = higher success rate</li> </ul>	<b>Incentive funding</b>	<ul style="list-style-type: none"> <li>• Competitive funding in addition to indicative range</li> <li>• Rewards high impact, well-performing programs</li> <li>• Encourages ambitious requests</li> </ul>	<b>Grant-making</b>	<ul style="list-style-type: none"> <li>• Upfront risk and capacity assessments</li> <li>• Differentiated processes to ensure disbursement-ready grants</li> <li>• Funding requests negotiated <u>before</u> Board approval</li> </ul>
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# 1 Introducing the new funding model

## Overview of new funding model: end-to-end



7 Re-structuring of CCM members

Mr. Karma CCM Coordinator informed that the term of existing members have successfully come to end for two years and acknowledged all members and alternates for their strong support and guidance.

As per the CCM governance manual, point 39, under term of CCM, the CCM secretariat proposed to restructure the CCM members and alternate. Further, he also added that timely renewal of membership is one of the six minimum eligibility criteria of the Global Fund for funding

He also presented the 20 member component from the governance manual.

The CCM Coordinator informed that to conduct the orientation for new members, the Secretariat is exploring for TA. During the orientation the members will elect the new Chair and Vice Chair of the

- The 25<sup>th</sup> CCM endorsed to restructure the CCM members, and alternate, further, members recommended transparently nominate/elect the members and alternating in line with CCM governance manual.
- The CCM Secretariat may



CCM.

facilitate election if required to avoid election lapses at the end.

8 Any other business

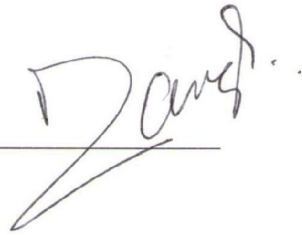
The next CCM meeting will be held after the orientation for the new CCM members.

Dr Tandin Dorji, the member of the Local Fund Agent informed that the former LFA team leader, Mr Yeshey Dorji has resigned and a new team leader will be in place very soon. He also informed that for any information, he can be contacted at [drtandi@yahoo.com](mailto:drtandi@yahoo.com) / [dorjitandi@gmail.com](mailto:dorjitandi@gmail.com) or at +975-17114018

Closing Remarks:

The meeting adjourned with the Chair thanking all the CCM members for their support and participation, the three programme teams for successful transition.

Signature: \_\_\_\_\_

A handwritten signature in black ink, appearing to read 'Nima Wangdi', written over a horizontal line.

Mr. Nima Wangdi, Bhutan CCM Vice Chair

## 25<sup>th</sup> Country Coordinating Mechanism (CCM) Meeting

Venue: Jambayang Resort

Date: 20<sup>th</sup> August 2013

### Agenda

#### Objectives:

- Overview on TFM proposal, HIV/AIDS, TB and Malaria
- Introduction to new funding model
- CCM membership renewal

#### Participants

1. Hon'ble CCM members
2. Hon'ble Oversight Committee members
3. Program & Account personals (HIV/AIDS, TB & Malaria)
4. Sub Recipient of TFM Proposal
5. CCM Secretariat
6. Local Fund Agent

#### Theme of the meeting

Understanding and appreciating the importance of Grant Oversight

Time	Topic	Responsibility
9:30am	Registration	CCM Secretariat
9:50-10:00am	Opening Remark	CCM Chair
10:00-10:10am	<b>Overview on CCM oversight Committee</b> <ul style="list-style-type: none"> <li>• Membership</li> <li>• Roles and responsibilities</li> <li>• Mode of functioning</li> </ul>	CCM Secretariat
10:10-10:30am	Discussion	Full CCM
<b>10:30-11:00am</b>	<b>Tea break</b>	Tea will be served inside
11:00-11:15am	<b>Overview on TFM proposal &amp; status</b> <ul style="list-style-type: none"> <li>• Performance work/indicators</li> <li>• Budget &amp; work plan</li> <li>• Sub Recipient &amp; activity</li> </ul>	HIV Program
<b>11:15-11:30am</b>	Discussion	
11:30am-11:45am	<b>Overview on TFM proposal &amp; status</b> <ul style="list-style-type: none"> <li>• Performance framework/indicators</li> <li>• Budget and work plan</li> </ul>	TB Program
11:45-12:00pm	Discussion	Committee
12:00-12:15pm	<b>Overview on TFM proposal &amp; status</b> <ul style="list-style-type: none"> <li>• Performance framework/Indicators</li> <li>• Budget/Work Plan</li> </ul>	Malaria program
12:30-12:45pm	Discussion	Committee
12:45-12:50pm	Introduction to new funding model	Mr. NamgayTshering, HIV Program & Mr, Jigme Thinley, PMT
12:50-1:00pm	Discussion	
1:00-1:10pm	Renewing or Re-structuring CCM members???	CCM Secretariat
1:10pm-1:20pm	Discussion	
1:20-1:30pm	Any other discussion	
<b>1:30pm</b>	<b>LUNCH</b>	

**TASHI DELEK!**