

## **GUIDELINES FOR DISBURSEMENT OF FUNDS**

### **FOR THE RAPID ASSESSMENT OF AVIAN AND HUMAN INFLUENZA IN SUB-SAHARA AFRICA UNDER THE AFRICAN LIVESTOCK PARTNERSHIP (ALIVE) MULTI-DONOR TRUST FUND**

#### **I. BACKGROUND**

1. On December 2006 the European Commission, the French Ministry of Foreign Affairs, and the World Bank Africa Region Vice Presidency signed an amendment to the Administration Agreement to include Avian Flu activities in the ALive Multi-Donor Trust Fund (MDTF). With the World Bank as Administrator for the Fund, the European Commission has contributed an additional €8 millions to the MDTF to allow ALive - over a two year period – to support AHI rapid assessment (RA) missions in all SSA countries. RA has a twofold objective: to strengthen national and regional capacity to fight avian influenza and to prevent a potential human pandemic. Rapid assessments will identify the strengths and weaknesses of the countries' veterinary and public health services, communications network, institutional arrangements, as well as determine their financing needs and gaps.

#### **II. OBJECTIVES, OUTPUTS AND OUTCOMES OF THE RAPID ASSESSMENT**

2. Consistent with the Global Program for Avian Influenza Control and Human Pandemic Preparedness and Response (GPAI) of the World Bank the rapid assessment of avian influenza in SSA is designed with the objective of working with countries upon their request: (i) to evaluate the country's veterinary and public health services and communications network and their capacity to respond to avian and human influenza, (concerning veterinary services, the PVS tool following the OIE procedure<sup>1</sup> foreseen by the OIE's *Terrestrial Animal Health Code* recognized by WTO must be used); (ii) to strengthen the country's national avian influenza program and response plan; and (iii) to determine the country's financing needs for capacity building and readiness to respond to avian and human influenza.

3. The expected outputs of the rapid assessment are: (i) the Integrated National Action Program (INAP) to fight avian and human influenza and (ii) its Financial Plan (donor matrix) to implement the INAP.

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<sup>1</sup> Available at: [http://www.oie.int/eng/oie/organisation/en\\_vet\\_eval\\_tool.htm?e1d2](http://www.oie.int/eng/oie/organisation/en_vet_eval_tool.htm?e1d2)

4. The expected outcome of the rapid assessment is the additional funding that would be made available by donors to cover the financing gaps for the INAP's implementation.

Note: Figure 1 (page 5) shows a detailed illustration of the support process that ALive will provide to Sub-Sahara African countries. For detailed discussion of rapid assessment objectives, conduct of mission and outputs, see Attachment 1 *Guidelines for Rapid Assessment of Actions to Prevent and Combat Avian Influenza in Sub-Sahara Africa.*)

### **III. ACCESSING ALIVE FUNDING FOR RAPID ASSESSMENT**

5. Every country in Sub-Sahara Africa is considered at great risk for an avian influenza outbreak. Since early 2006 eight countries have been affected by outbreaks and more recently, human case were confirmed in Nigeria. The confirmation of this human case has brought up the level of urgency of attending to the needs of SSA countries in regard to strengthening their weak veterinary and already strained public health service systems. Every country should carry out a rapid assessment, as it is the start of the long process of capacity building to fight avian and human influenza.

6. Considering the logistics in preparing such missions and the availability of human resources (i.e., international experts), ALive will not be in a position to accommodate country requests as they arrive: as such a pipeline of planned missions will be created and countries will be informed on the timetable to access the requested support. Depending on availability of expertise and previously planned missions, a delay of several months can be reasonably expected.

7. Completion or submission to the ALive Secretariat of the following requirements will ensure that a country may receive technical assistance and other support in carrying out a rapid assessment.

- Letter of request from the Government (Ministry of Finance or authorized Ministry) requesting for ALive support;
- Completed application for ALive assistance (see attached support proposal form) by the National Task Force;

### **IV. GOVERNMENT OWNERSHIP OF THE RA OUTPUTS**

8. The recipient of ALive support is the Government. The ALive Secretariat will facilitate technical assistance from a team of international and multi-sectoral experts who are either accredited or certified by international and regional technical organizations (OIE, FAO, AU-IBAR, WHO, UNSIC, WB and others) to work in their particular expertise on avian and human influenza. Together with Government counterparts and other donors/stakeholders, the experts team will work and assist in carrying out the RA objectives (see para. 2). Assessment will involve examination of the Government's national avian influenza plan and other documents and realities on the ground. Findings and recommendations of the technical assistance team will be discussed with and validated by the Government counterparts and donors/stakeholders. These recommendations will be used to strengthen and consolidate the

Government's INAP on Avian and Human Influenza and the Financial Plan (see para. 2). As such, it is expected that these RA outputs are the products of collaborative work among the Government, donors, stakeholders and the technical assistance team. Consequently, it is also expected that the responsibility and ownership of the INAP and Financial Plan rest in the Government.

9. The ALive Secretariat will help in organizing a workshop where the Government will present to the donor community and other stakeholders the INAP and the Financial Plan. This workshop is intended to leverage international resources to bridge the financial gaps in implementing the INAP (see Attachment 1).

## **V. PRIORITIZING AND SCHEDULING RA MISSIONS**

10. Country rapid assessment missions will be prioritized and scheduled based on a balance of the following factors:

- Receipt of Government request to support a rapid assessment mission (see para. 7);
- Availability of human resources, i.e., technical assistance experts;
- Indication of an already planned follow-up activity from the Government or development partners that need the RA as an input;
- Copy of the letter from the Government (Ministry of Agriculture or authorized Ministry) to the OIE requesting a PVS evaluation following the OIE procedure;
- Epidemiological situation; and
- Sub-regional balance.

11. For every six requests received, a priority list will be prepared and documented by the Secretariat according to the above criteria and submitted by the Secretariat to the Executive Committee members (via the ALive website) on a non-objection basis. The list will be considered approved after three working days.

## **VI. MISSION PLANNING AND COORDINATION**

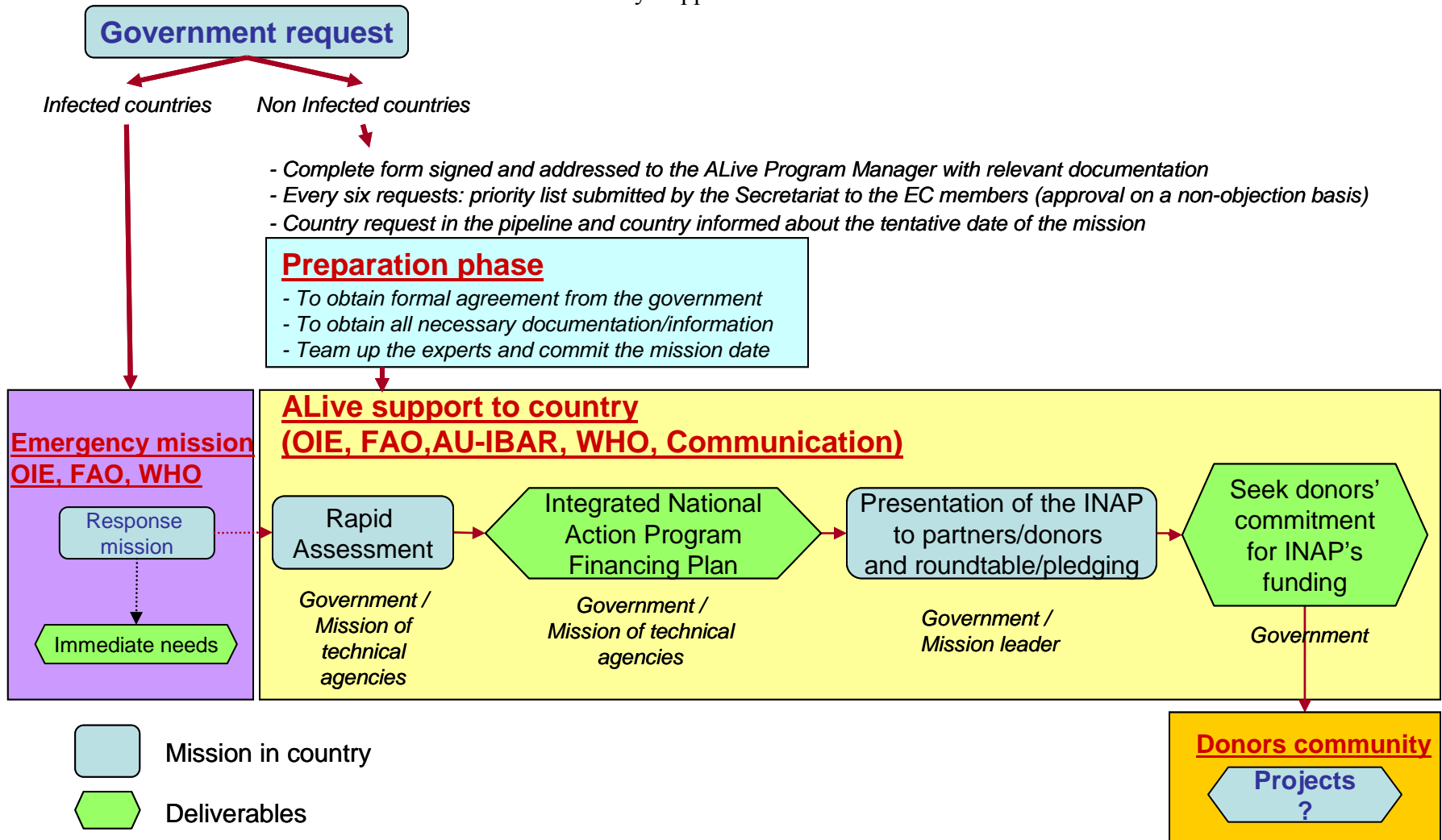
12. The whole RA process (first mission, INAP strengthened; second mission/donor workshop) can take several months (not including preparation phase) and engage experts from OIE, FAO, AU-IBAR, WHO, UNSIC, communications, and operations. Its cost is estimated between \$100,000 and \$150,000 (see Attachment 1).

13. The ALive Secretariat will coordinate the planning of the mission in collaboration with OIE, FAO, AU-IBAR, WHO and other international and regional technical organizations, as necessary. OIE, FAO, AU-IBAR and WHO will compile a pool of livestock, veterinary science, public health, communications, and operations experts from which they will draw the mix of mission team members based on technical, scientific and specific country expertise, language skills, and availability. Considering the work load, it is conceived that a minimum of three teams of experts (one for each country) will be operating and conducting rapid assessments at any given time; although the three teams will be built-up gradually over a period of up to six months.

## **VII. MONITORING PROGRESS**

14. The ALive Secretariat will monitor the status and progress of all rapid assessment activities. Progress reports (including financial statements) will be prepared and submitted to the ALive Executive Committee. It is expected that the Executive Committee, upon review of the progress reports, will propose improvements in RA activities, as necessary.

Figure 1: Avian Influenza Prevention and Control & Human Influenza Pandemic Preparedness in Sub-Saharan Africa  
Country Support Process



**ALive**  
**Support Proposal for Rapid Assessment Mission**

<b>A. Requesting country:</b>	
<u>Request prepared by</u> Name: Title:	Address: Phone: Email:
<b>B. Country contacts</b>	
<u>Coordination</u> Name: Title:	Address: Phone: Email:
<u>Livestock/Animal Health</u> Name: Title:	Address: Phone: Email:
<u>Public/Human Health</u> Name: Title:	Address: Phone: Email:
<u>Communication</u> Name: Title:	Address: Phone: Email:
<u>Logistic aspects</u> Name: Title:	Address: Phone: Email:
<b>C. Coordination with other partners</b>	
Letter of request from the Government (Ministry of Agriculture or authorized Ministry) to the ALive Program Manager requesting ALive support to conduct an AHI Rapid Assessment (cover letter to this form). <b>REQUIRED</b>	
Has a letter of request from the Government been sent (Ministry of Agriculture or authorized Ministry) to the OIE requesting a PVS Evaluation following OIE's procedure. Please check. <input type="checkbox"/> YES <input type="checkbox"/> NO	
Briefly describe coordination on Avian Influenza with other partners (e.g., AU-IBAR, EU, FAO, OIE, UNSIC, WHO and other bilateral and multilateral)	
Name and contact of the partner leading the dialogue on Avian Influenza activities in the country	Name: Contact, tel and email:
<b>D. Supporting documents</b>	
<ul style="list-style-type: none"> <li>- Official letter requesting support from ALive</li> <li>- Current Avian Influenza portfolio (on preparation and active projects and source of fund)</li> <li>- Avian Influenza preparedness and response plan(s)</li> </ul> List other supporting documents: - past actions, existing equipment, others	

I have read the “*Guidelines for Rapid Assessment of Actions to Prevent and Combat Avian Influenza in Sub-Sahara Africa*” and on behalf of the Government of **country name**, I hereby request the ALive Partnership for technical support to conduct a full Rapid Assessment in the country.

I understand that the sole objective of the ALive Partnership and the World Bank (as Administrator of the ALive Fund) is to provide technical support to the Government to: (i) conduct a rapid assessment mission; (ii) help strengthen the Integrated National Action Program; and (iii) help the Government raise funds for the program’s implementation during a donors’ roundtable. The Alive Partnership is not an agent of, or trustee for, the Government of **country name** and shall not have any fiduciary relationship with it.

I hereby declare our commitment to the objectives and execution of the technical support and, to that end, undertake that the Government of **country name** will not take or cause or permit any of its political subdivisions or instrumentalities, to take any action which would prevent or interfere with the performance by the ALive partnership of any of its obligations and will take, or cause to be taken, all action necessary or appropriate to enable the Alive Partnership to fulfill its mission.

Approval and ownership of documents reviewed or produced during the rapid assessment, in particular the Integrated National Action Program and the Financing Plan, rests in the Government, and shall be circulated prior to and constitute the baseline for discussion during the donors’ roundtable.

Name:

Title:

Country:

Signature

Date