

Global Agriculture and Food Security Program (GAFSP)

May 3, 2010

Executive Minutes First Meeting of the GAFSP Steering Committee April 22, 2010

World Bank, Washington DC,
USA

Chair (*ad interim*)

Mr. Roger Ehrhardt

Director General, Multilateral Development Institutions,
Canadian International Development Agency (CIDA)

Prepared by the GAFSP Coordination Unit

Accepted for the Steering Committee

CHRISTOPHER L. DELGADO May 3, 2010
_____ date: _____

Christopher L. Delgado
Head, Coordination Unit

ROGER EHRHARDT May 7, 2010
_____ date: _____

Roger Ehrhardt
Chair *ad interim*

Opening of the meeting

1. The first meeting of the GAFSP Steering Committee was convened at World Bank Headquarters in Washington, D.C., on April 22, 2010 at 12:30 pm and ended at 4:00 pm.
2. The meeting was opened by Mrs. Ngozi Okonjo-Iweala, Managing Director, World Bank, who welcomed all the participants.
3. Participants to the meeting included members and alternates of the Steering Committee (see Annex 1 for a list of participants and Annex 2 for the list of confirmed Steering Committee members and alternates as at April 21, 2010). In view of the fact that a number of expanded delegations were in town for the GAFSP Launch and the World Bank/IMF Spring Meetings, Steering Committee delegations included a number of additional observers beyond members and alternates.

Presentation and adoption of the agenda

4. The following topics were requested to be added to the provisional draft agenda circulated on April 20, 2010 (see Annex 3): (i) the size limit of the Steering Committee and the proportionality between voting and non-voting members, and (ii) plans for future fund raising.
5. The meeting adopted the draft agenda with the inclusion of the above mentioned topics. In the event, time limitations (the actual meeting ran one-and-a-half hours over limit) prevented much discussion of either added topic, and these will be raised again at the next Steering Committee meeting.

GAFSP Overview

6. As this was the first meeting of the Committee, it was clarified that the objective of GAFSP is to address the underfunding of country-led and region-led agriculture and food security strategic investment plans already being developed by countries and regional organizations in consultation with donors and other stakeholders at the country-level. It was also noted that GAFSP will play a key role in providing predictable funding and filling urgent financing gaps in country and region-led plans, given that other development funding is allocated and programmed by country and project years in advance based on funding cycles that vary across donors.
7. It was emphasized that the opportunity presented by sizable fund like GAFSP that is sectorally targeted but unallocated across countries or supervising entities is rare and that strong Steering Committee leadership is crucial in ensuring the effective use of the fund, and in attracting more donors and contributions.

8. Both the Senegal and Sierra Leone recipient representatives were traveling in Africa at the time of the meeting and had less than fully satisfactory audio connections. The Coordination Unit has been in contact to try to fill some of the gaps from the poor connections, and to reassure them that the purpose of GAFSP is to be able to provide funding in respect to plans that come out of existing aid effectiveness initiatives such as CAADP and not to supplant them.

Election of Steering Committee Chair

9. The voting members of the Steering Committee were requested at the meeting to elect one of the existing members (voting or non-voting) to serve as Chair of the Steering Committee.
10. The meeting reviewed the draft Terms of Reference for the GAFSP Steering Committee Chair (April 22 binder) and agreed by consensus on the following aspects: (i) the Chair will be elected from among the voting members of the Steering Committee (clarified by consensus following the meeting based on proposals by the United States, the Bill & Melinda Gates Foundation, Bangladesh, and Canada); (ii) the Chair will serve a one year renewable term, (iii) the Chair will be neutral with no voting rights and will not represent his/her affiliation during his/her term, and (iv) the alternate member of the country or organization to which the Chair is affiliated will serve as the member of the Steering Committee during the term of the Chair in order to represent their individual interest and voting right (if applicable).
11. Mr. David Nabarro, Special Representative to the United Nations Secretary-General on Food Security and Nutrition, was nominated by Canada and seconded by Spain (prior to the decision after the meeting that the Chair should be drawn from among the voting members of the Committee). However, other members requested more time to consider their options. The meeting agreed to postpone the election of the Chair and engage in a virtual discussion to reach full consensus among voting members within one week of the meeting. The meeting also agreed that the GAFSP Coordination Unit will take the lead in organizing the virtual review process. Mr. Nabarro subsequently thanked those who nominated him, but asked to be withdrawn from consideration following the meeting.
12. The meeting agreed to appoint Mr. Roger Ehrhardt (Director General, Multilateral Development Institutions, Canadian International Development Agency (CIDA)) as Chair *ad interim* to chair the meeting for the day.
13. During the week following the meeting, Mr. Ehrhardt was nominated by the Bill & Melinda Gates Foundation to serve as Steering Committee Chair for the first year of GAFSP, until the first meeting of the Steering Committee that follows April 21, 2011. The nomination was seconded by the United States, and endorsed by Spain after paying homage to both Mr. Nabarro and having a non-voting member as Chair. Spain asked that the Chair alternate between donors and recipients annually. There being only positive endorsements and no blocking votes, the GAFSP Coordination Unit certifies Mr. Ehrhardt's election by consensus for one year. The issue of whether the Steering

Committee wishes to specify that the Chairmanship should alternate between donors and recipients will be raised at the next Steering Committee meeting.

The Private Sector Window in relation to the Steering Committee

14. The IFC Working Draft on the Private Sector Window (April 22 binder) was presented by IFC.
15. It was clarified that the allocation of funds between the public and private sector windows is to be decided by individual donor countries.
16. It was clarified that in the GAFSP Framework Document, the process for approving GAFSP Private Sector Window projects was given as following the guidelines and procedures of the IFC, and this is reflected in the IFC draft. Furthermore, since IFC capital will accompany GAFSP funds, IFC proposes that projects will be approved by the IFC Board of Directors (i.e. the World Bank Board of Executive Directors). The Committee did not take a position on this matter at the meeting.
17. The role of the Steering Committee with respect to the Private Sector Window was presented as the following: (i) endorse the Annual Investment Plan for the private sector window presented by the IFC, (ii) review and comment on periodic progress reports presented by the IFC, (iii) provide comments to the membership of an Advisory Committee for the private sector window to be comprised of private foundations, think tanks, development institutions, civil society organizations, etc. The main role of the Advisory Committee would be to increase the development impact of the GAFSP private sector window projects.
18. The meeting requested more time to review the draft document but, in the meantime, presented the following concerns: (i) a seemingly weak role of the Steering Committee in the operations of the private sector window, (ii) apparent lack of coordination between the public sector and private sector windows, (iii) an unclear scope for partners and national governments in the private sector window, the unresolved issue of eligibility of regional public and private development banks as partners, and of alignment with national priorities.
19. IFC emphasized the need to balance agility needed to work with the private sector and the need for the proper corporate governance that the program requires. Also, it clarified that the reviewed document is still a working draft and that comments are welcome while IFC defines the details. On the coordination between the public and private sector windows, IFC noted that the IFC GAFSP team is working closely with the World Bank GAFSP team on all aspects.
20. The members agreed to review the draft IFC Working Draft on the Private Sector Window and provide specific comments within two weeks of the meeting. Subsequent to the meeting, the United States, the Bill & Melinda Gates Foundation, and Senegal asked that the twin issues of the relationship of the Steering Committee to the Private Sector Window and the possibility of supervising entities other than IFC be considered further and this has been noted by the

Coordination Unit as an issue for early further discussion by the Committee. Canada requested further oral and written discussion of how to improve synergies between the Public and Private windows by the next Steering Committee meeting (*rapporteur's note*: this was specific to the first meeting occurring on or after May 20).

CSO requests for representation and voting membership

21. The dialogue to date with Civil Society Organizations (CSOs) on their role in the governance of GAFSP was presented by the World Bank and the CSO representative *ad interim*, with supporting documentation in the April 22 binder and circulation at the meeting of a further statement by ActionAid senior staff member Neil Watkins. The latter attended the meeting at the invitation of the GAFSP Coordination Unit following his nomination by InterAction as a temporary CSO representative for this meeting only, pending decisions by the Steering Committee on longer term solutions for CSO representation. Discussion centered around the following themes: the number of CSO seats on the Steering Committee, whether these seats hold voting rights or not, the composition of the CSO seats, e.g. geographical (North, South), professional profile (farmer organizations or not), the process of selection of the seats, the role of the FAO Committee on World Food Security (CFS), and financial support for CSO members from developing countries. IFAD stated that it would be advantageous if CSO representation were drawn from farmer groups or farmer group representatives from the South, for which there was agreement from the Bill & Melinda Gates Foundation and from Bangladesh, among others at the meeting.
22. The meeting agreed by full consensus (i.e. no blocking vote by a voting member) on the following: (i) the GAFSP Steering Committee will have two representatives from CSOs (one from the North and one from the South), (ii) a second CSO representative from the South will be designated as an alternate representative to observe meetings if the first CSO representative from the South is present and to participate if the first CSO representative from the South cannot attend, (iii) the CSO representatives will not have voting rights, (iv) these representatives will be selected as far as practical by a self-selection process within their respective CSO communities of North and South, (v) financial support to cover travel and logistics will be provided and duly budgeted for both the first CSO representative from the South and for the alternate CSO representative from the South to attend physical meetings, and (vi) these decisions, particularly pertaining to the number of seats, their voting rights, and representation (or not) of farmer organizations will be reviewed after one year by the Steering Committee for possible reconsideration.
23. The United States, Canada, and Spain stressed in comments received after the meeting the importance of self-selection of CSOs from the South independent from actors from the North. Canada, the Bill & Melinda Gates Foundation, and Sierra Leone emphasized the importance of having farmers organizations in the South represented.

Progress report on Contribution Agreements and Governance Document for GAFSP

24. A brief overview of the status of the draft GAFSP Governance Document (April 22 binder) and Contribution Agreements was presented by the Trustee.
25. With regard to the Governance Document, the meeting agreed to delete the terminology “observer” for Steering Committee members. Instead, the Steering Committee will be comprised solely of “Voting members” (donors and recipient countries) and “Non-voting members” (all other entities). Collectively, both groups are referred to hereinafter in all GAFSP documents as “members”. The Trustee’s lawyer confirmed that this slight change in terminology is consistent with the principles of the GAFSP Framework Document approved by the World Bank Board of Directors. Members agreed to continue the on-going virtual review process of the document and finalize and approve the document within two weeks of the meeting. It was clarified that all members, voting and non-voting members, will be part of the virtual review process.
26. With regards to the Contribution Agreements, it was reported that three Agreements were signed by the time of the meeting (with Canada, the US, and the Gates Foundation).
27. The Trustee also clarified that eventually the Trustee will sign Transfer Agreements with each Supervising Entity to transfer funds. Such Agreements will be substantially equal for the Supervising Entities of investment projects and technical assistance projects. Also, it was clarified that any investment income earned on funds transferred to the Supervising Entities will be returned to the Trustee (except investment income earned on fees) as per general practice.
28. Lawyers for the Trustee have had significant further contact since the meeting with the legal teams of the donor members to finalize the GAFSP Governance Document, which will be circulated for approval by all members in the next week (written May 3).

Progress on an investment plan assessment template requested by donors

29. The Draft Guidelines for Public Sector Window Proposals to GAFSP (April 22 binder) were presented by the GAFSP Coordination Unit and guidance was sought and proffered on three main issues: (i) *Broadness of the call for proposals* - whether to issue a general Call for Proposals to all (60) eligible IDA countries or to narrow the number of countries in a given Call, using numerical indicators to be decided by the Steering Committee, judgment calls by Committee members as to which countries are ready to be Called, or some combination of the two. Underlying challenges include the need to be cognizant of the limited funds available, not to generate false expectations that cannot be attained, and thus not to overload countries in preparing proposals when their likelihood of funding is slim; (ii) *content of the proposed outline of submissions* – in principle the outline should include (a) clarity and coherence on what and how the country is planning for agriculture and food security; and (b) how funds requested from GAFSP fit into that broader program; and (iii) *timing of first allocations*. The United States, Canada, Spain, and the Bill &

Melinda Gates Foundation emphasized the desirability of having 2 or 3 initial country allocations before June 24. However, Canada, Spain, and Senegal later emphasized the importance of not rushing countries to the point that the existing processes such as CAADP technical reviews are circumvented.

30. With regard to the broadness of the Call for Proposals, it was agreed that means had to be found to severely limit the number of countries included in a Call, for the reasons laid out in the previous paragraph. The meeting also raised the desirability of building upon existing networks with country-level information to better identify which countries were ready for GAFSP submission. Furthermore, concerns were raised as to the feasibility of a truly objective mechanisms based primarily on indicators to narrow the list of countries in a Call for Proposals.
31. With regard to the content sought in proposal templates, the Committee sought more time to involve technical experts from their constituencies and for reflection. Members agreed to provide inputs to the World Bank on this matter and on criteria for including a country in a Call within one week of the meeting (April 30), for the World Bank to amend the template, and a significant number of comments on the substance of items have been received to date from UN Agencies, MDBs, and CSOs. The Coordination Unit has also had further interactions with a variety of field personnel of donors in this area and with the NEPAD Planning and Coordination Unit.
32. Spain subsequently proposed that proposals from Regional Organizations could be submitted to GAFSP by the Heads of these Organizations and the “agriculture and/or food security commission”. This is noted for clarification and discussion at the next Steering Committee meeting.

Options for Technical Advice to the Steering Committee

33. There was a wide discussion on defining the exact scope and role of the Technical Advisory Committee (TAC) as envisaged in the Framework Document. The role of the TAC was clarified as providing due diligence to the Steering Committee with regard to whether the application meets GAFSP criteria for eligibility and need, In addition, TAC is to make recommendations to the Steering Committee on an indicative amount to be allocated to the country or regional organization and the appropriate Supervising Entity.
34. In relation to the scope of technical assistance that the Steering Committee will need and that GAFSP will provide, it was clarified that GAFSP will not be financing stand-alone technical assistance to countries in putting together the country sector investment plans. This is because of decisions made by both some donors to GAFSP and the World Bank’s Trust Fund department that it would not be acceptable for GAFSP activities to overlap to such an extent the activities of already existing funds established for just this purpose, such as the CAADP Multi-Donor Trust Fund.
35. It was clarified that the role of the TAC is to provide adequate technical advice to the Steering Committee, and as such, it is up to the now constituted Steering Committee to decide on the exact

scope and role of the TAC, taking into consideration the limits of the Framework Document and the cost implications of any proposed form of the TAC.

36. The World Bank agreed to send to the members of the Steering Committee cost estimates for different options of the TAC by May 7 (*Coordination Unit Note*: this will be delayed by a few days due to the need for increased attention to other follow-up areas). Based on this input, members were requested to provide their inputs within two weeks of receiving the cost estimates, following which the World Bank will circulate a Terms of Reference for their virtual review.
37. Subsequent to the meeting, the United States proposed that an “interim TAC” be commissioned to assist in rapidly evaluating GAFSP proposals that could be funded prior to the G8 Summit on June 24 and the G20 Summit in November. The US also proposed that the interim TAC could be easily constituted by having each member of the Steering Committee designate one existing person (such as an existing staff member) not requiring financial compensation from GAFSP, and all that is involved in such selection and contracting, to serve in this capacity.

Other Issues raised in a “white paper” by the US, Canada and Spain

38. The Coordination Unit thanked the original three donor countries (US, Canada, and Spain) for submitting a “white paper” of considerations and recommendations to the World Bank in operationalizing GAFSP.
39. Given the far-reaching scope of the “white paper”, the larger number of actors now possessing voting rights in GAFSP, and the progress that has been made since on the main issues surfaced by the white paper, the Coordination Unit requested each of the three donor countries who were involved to confirm with the Coordination Unit any actions/recommendations that still needed follow-up in their view so that it may be appropriately addressed. Failing such explicit notice, the Coordination Unit will concentrate its attention on the issues and next steps identified in these minutes.

Next steps for the Steering Committee

40. It was decided that the next physical meeting of the Steering Committee will be in about 6 months time (circa end October—early November 2010). However, in the meantime, there will be monthly virtual meetings to keep the ball rolling. The next virtual conference will be held around May 20, 2010. Several donors made clear that they are anxious to see funds committed by June 2010.
41. The meeting discussed the next steps in the following table.

Table of Next Steps for the Next Trimester

Follow up -action	Coordination Unit And/or Trustee	Other members of the Steering Committee including World Bank as potential Supervising entity	Timeframe
Election of the Steering Committee Chair	Take the lead in organizing a virtual discussion	Voting members take a final decision on the nomination of the Chair	1 week (April 30, 2010)
Private Sector Window in relation to the Steering Committee		Provide specific comments on the IFC working draft directly to Mr. Oscar Chemerinski with copy to the Coordination Unit; IFC to consider input and work on an updated draft	2 weeks (May 7,2010)
Contribution Agreements and Governance Document	To circulate the Governance Document for affirmative action	Finalize outstanding Contribution Agreements and virtual review and approval by voting members of the Governance Document	2 weeks (May 7, 2010)
Progress on an investment plan assessment template requested by donors		To provide inputs on the draft Guidelines for Public Sector Proposals in the April 22 binder and other thoughts on a desirable assessment template	1 week (April 30, 2010)
Options for Technical advice to the Steering Committee	Provide cost estimates for different options, then draft a Terms of Reference	To provide inputs upon receipt of cost estimates	(inputs) 2 weeks after receiving cost estimates
White paper by US, Canada and Spain		To inform the Coordination Unit on any other pending matters needing action	1 week (April 30, 2010)
Next Virtual Steering Committee Meeting			Around May 20, 2010
Next physical Steering Committee Meeting			Around Late October 2010

Attachments:

Annex 1: List of Participants

Annex 2: GAFSP Steering Committee as of April 21, 2010

Annex 3: Draft agenda (circulated on April 20, 2010)

Annex 1: List of Participants

Name	Title	Organization Country
CANADA		
Iain C. MacGillivray	Principal Advisor, Agr.	CIDA
Roger Ehrhardt	Director General	CIDA
GATES FOUNDATION		
Chris Gingerich	Senior Prog. Officer	GATES Foundation
Prabhu Pingali	Deputy Director	GATES Foundation
Sam Dryden	Dir. Agr. Development	GATES Foundation
KOREA		
Hoan Uk Joo	WB Advisor to ED	Korea
Sung – soo Eun	Deputy Director- General	Ministry of Strategy and Finance
SPAIN		
Juan Lopez-Doriga	Director General for Development Policy	Spanish Ministry of Foreign Affairs and Cooperation
Maria Jesus Fernandez	Director General for International Finance	Spanish Ministry of Economy and Finance
Marta Bardon	WB Advisor to ED	Spain
UNITED STATES OF AMERICA		
Dan Peters	Director	U.S. Treasury Department
Navtej Dhillon	Senior Advisor	U.S. Treasury Department
Scott Morris	Dep Asst Sec	U.S. Treasury Department

BANGLADESH		
Kazi MD. Aminul Islam	WB Alternate Executive Director-	Bangladesh
Shyamala Shukla	Adviser to ED	World Bank
HAITI		
Carolina Renteria	WB Executive. Director	Haiti
MONGOLIA		
Baasankhuu Damba	WB Advisor to Executive Director	Mongolia
SENEGAL		
Ousmane Badiane (via audio)	Representative	Senegal
SIERRA LEONE		
Dunstan Spencer (via audio)	Representative	Sierra Leone
ActionAid		
Neil Watkins	Policy Director	ActionAid
Asian Development Bank		
Robert Schoellhammer	Deputy Resident Director	Asian Development Bank
AfDB		
Aly-Sabou Sabaa (via audio)	Representative	AfDB
FAO		
Charles Riemenschneider (via audio)	Representative	FAO
Jose Maria Sumpsi(via audio)	Representative	FAO
Agustin Filippo(via audio)	Representative	

IADB		
Ginya Truitt-Nakata (via audio)	Representative	
Hector Malarin(via audio)	Chief Rural Development, Env and DRMngt	
Peter Sollis(via audio)	Representative	
Sean Bohannon(via audio)	Representative	
Stephen Farji(via audio)	Representative	
IFAD		
Cheryl Morden	Director North American Liaison Office	IFAD
Willem Bettink (via audio)	Senior Advisor	IFAD
IFC		
Oscar Chemerinski	Director, Agr.	IFC
Rajesh Behal	Investment Officer	IFC
Vipul Prakash	Senior Manager	IFC
UNITED NATIONS		
David Nabarro (via audio)	Representative	UN Secretary General's Office
World Food Programme		
Christopher Moore	Director of Hunger Solutions Strategy	World Food Programme
WORLD BANK		
Chie Ingvoldstad	Trustee	World Bank
Chris Delgado	Adviser	World Bank
Iride Ceccacci	GAFSP Coordination Unit	World Bank

Iris Sta. Maria	Trustee	World Bank
Jeehan Abdul Ghaffar	Advisor to ED	World Bank
John Garrison	Sr. Communications Officer	World Bank
Juergen Voegele	Director, Ag.	World Bank
Maria Dakolias	Lead Counsel	World Bank
Maria Lourdes Pardo	Legal	World Bank
Ngozi N. Okonjo-Iweala	Managing Director	World Bank
Pamela Crivelli	Lead Financial Officer	World Bank
Pauline Zwaans	GAFSP Coordination Unit	World Bank
Ramon Yndriago	GAFSP Administrative Client Support	World Bank
Robert Townsend	GAFSP Coordination Unit	World Bank
Saswati Bora	GAFSP Coordination Unit	World Bank
Vera Songwe	Adviser, MD's Office	World Bank
Wen-Jun Tan	Legal	World Bank
Yurie Tanimichi Hoberg	GAFSP Coordination Unit	World Bank

Annex 2: GAFSP Steering Committee as of April 21, 2010

Country	Agency	Function	Person and coordinates
Donors (One Vote Per Country or Foundation)			
Spain	Ministry of Economy and Finance	Representative	Mr. Jose Manuel Campa Fernandez Secretary of State of Economy Ministry of Economy and Finance
Spain	Ministry of Foreign Affairs and Cooperation	Alternate	Mr. Juan Lopez-Doriga DG of Development Policy Planning and Evaluation Secretary of State of Development Cooperation Ministry of Foreign Affairs and Cooperation
Canada	CIDA	Representative	Ms. Diane Jacovella VP, Multilateral Global Programs CIDA Ottawa Canada
Canada	CIDA	Alternate	Mr. Roger Ehrhardt DG, Multilateral Development Institutions CIDA Ottawa Canada
United States	U.S. Treasury	Representative	Ms. Marisa Lago Asst. Secretary for Markets and International Development Washington, D.C. USA
United States	U.S. Treasury	Alternate	Mr. Scott Morris Deputy Asst. Secretary International Development and Debt Policy Washington, D.C.

Country	Agency	Function	Person and coordinates
			USA
Bill & Melinda Gates Foundation		Representative	Mr. Prabhu Pingali
Bill & Melinda Gates Foundation		Alternate	Mr. Christopher Gingerich
Republic of Korea		Representative (tbd)	Mr. Hoan Uk Joo Advisor to Executive Director
		Alternate	
Recipients (One Vote per Country)			
Senegal	Africa (invited)	Representative	Mr. Ousmane Badiane
Sierra Leone	Africa (invited)	Representative	Dr. Dunstan S.C. Spencer Senior Partner Enterprise Development Services Ltd PMB 108 5 Sir Samuel Lewis Road Freetown Sierra Leone
Bangladesh	South Asia	Representative	Mr. Kazi M. Aminul Islam
Mongolia	East Asia/Pacific	Representative	Ms. Damba Baasankhuu
Haiti	Latin America/Caribbean	Representative	Ms. Carolina Renteria (acting)
Recipient Representatives in Non-Voting Status Pending Participation of More Donors			
Yemen	Middle East North Africa	Non-Voting Recipient Representative	Ms. Jeehan Abdul Ghaffar

Country	Agency	Function	Person and coordinates
Moldova	Europe/Central Asia (invited)	Non-Voting Recipient Representative Alternate:	Mr. Victor BODIU State Minister Between now and July 1st: David Kuijper From July 1st: Ms. Maya Sandu
Trustee (non-voting)			
World Bank	GAFSP Coordination Unit	Head	Mr. Christopher Delgado
World Bank	Financial and Administrative issues	Advisor	Ms. Pamela Crivelli
Representative of U.N. Secretary General (non-voting)			
United Nations	High Level Task Force on the Global Food Crisis	Representative	Mr. David Nabarro
Supervising Entities For Investment and Technical Assistance (non-voting)			
World Bank	IBRD/IDA	Representative	Mr. Juergen Voegelé
World Bank	IFC	Representative of Private Sector Window	Mr. Oscar Chemerinski
IFAD	IFAD	Representative: Alternate:	Mr. Henock Kifle, Chief Development Strategist Mr. Willem Bettink, Programme and Change Officer, Programme Management Department
AfDB	AfDB	Representative:	Mr. Aly Aboou-Sabaa Director, Agriculture & Agro-Industry Department Mr. Chiji Ojukwu Manager, Agriculture 1 Division (North and East

Country	Agency	Function	Person and coordinates
		Alternate:	Africa)
ADB	ADB	Representative: Alternate:	Mr. Katsuji Matsunami Advisor/Practice Leader (Agriculture, Rural Development & Food Security) Regional and Sustainable Development Department Mr. Robert Schoellhammer Deputy Resident Director North American Representative Office
IDB	IDB	Representative:	Hector Malarin Chief, Environment, Rural Development & Disaster Risk Division
Supervising Entities for Technical Assistance (non-voting)			
FAO	FAO	Representative: Alternate:	Mr. Jose Maria Sumpsi Mr. Charles Riemenschneider
WFP	WFP	Representative: Alternate:	Mr. Chris Moore Mr. Allan Jury
Civil Society Organizations (non-voting)			

Country	Agency	Function	Person and coordinates
North		<p>Representative:</p> <p>Alternate:</p>	<p>[Contact point pending selection confirmation] Ms. Vanessa Dick, Esq.</p>
South		<p>Representative:</p> <p>Alternate:</p>	

Annex 3: Draft Agenda (circulated on April 20, 2010)

Global Agriculture and Food Security Program

Proposed Agenda

First Steering Committee Meeting April 22, 2010

World Bank Main Complex Room MC7-100

12.30 PM to 2.30 PM

Introduction 12.30 PM to 12.50 PM

1. Brief welcome and introduction of present Steering Committee and Coordination Unit
Ngozi Okonjo-Iweala, Managing Director, World Bank

Heads of Delegations

Documentation: Steering Committee List April 21, 2010

Requested action: Approval/correction of Steering Committee list (except CSOs see below)

2. Presentation and adoption of the proposed agenda with any amendments offered
Christopher Delgado, Policy Adviser, Agriculture and Rural Development, World Bank, and Head, GAFSP Coordination Unit

Documentation: Proposed Agenda April 22, 2010

Requested Action: Amendment and adoption of agenda

3. A brief overview of GAFSP, its rationale, structure, and how it might work
Christopher Delgado

Documentation: Brief on GAFSP April 19, 2010

GAFSP Framework Document of January 12, 2010

Governance 12.50 PM to 1.45 PM

4. Election of Steering Committee Chair
Juergen Voegele, Sector Director, Agriculture and Rural Development, World Bank

Documentation: Draft Terms of Reference for GAFSP Steering Committee Chair (GSCC)

Requested action: Election of one of the existing members, voting or non-voting, by the voting members of the Steering Committee, to serve as Chair, with appointment as Chair to be re-voted annually.

5. The Private Sector Window in relation to the Steering Committee

Oscar Chemerinski, Director, Agribusiness Department, IFC

Documentation: Working Draft – GAFSP - Private Sector Window

6. CSO requests for representation and voting membership
Christopher Delgado
CSO representative (Neil Watkins, ActionAid)
Documentation: Copies of recent correspondence of Coordination Unit with InterAction and other CSO groups
Requested action: Decision on nature and extent of CSO participation on Steering Committee

7. Progress report on contribution agreements and governance documents for GAFSP
Pamela Crivelli, Lead Financial Specialist, Multilateral Trusteeship and Innovative Finance, World Bank, and Representative of the Trustee
Maria Dakolias, Lead Counsel, Legal Department, Cofinancing & Project Finance, World Bank
Documentation: Draft GAFSP Governance Document
Requested action: Approval of pathway to finalization of GAFSP Governance Document

Implementation 1.45 PM to 2.30 PM

8. Progress on an investment plan assessment template requested by donors
Robert Townsend, Sr. Economist, Agriculture and Rural Development, World Bank and GAFSP Coordination Unit
Documentation: Draft Guidelines for Public Sector Window Proposals
Requested action: Amendment and approval of investment plan assessment template

9. Options for Technical Advice to the Steering Committee
Christopher Delgado
Documentation: Note on issues in naming a Technical Advisory Committee
Requested action: Instructions to Steering Committee on how to proceed

10. Other Issues raised in a “White Paper” by the US, Canada and Spain
Christopher Delgado
Documentation: “White Paper” of March 8 circulated by the U.S. Treasury
Requested action: Confirmation that requested actions have either been dealt with or in the process of being satisfactorily addressed (or relegated to “next steps” below)

11. Next steps for making the Private Sector Window operational: finalization and signing of the Private Sector Window contribution agreements with US and Canada, continuation of fundraising for the Private Sector Window, and development of a Private Sector Window Advisory Committee to IFC and its composition
Oscar Chemerinski
Requested action: Agreement on next steps for the Private Sector Window

12. Next steps for the Steering Committee, discussion of costs, fundraising, and of a three month timetable of critical milestones to make the GAFSP fully operational

Christopher Delgado

Documentation: Proposed 3 month timetable

13. Wrap-up

Juergen Voegele

Closure of the meeting