



## FOURTH MEETING OF THE GOVERNING BOARD OF THE PANDEMIC FUND

DRAFT: February 7, 2023

### MINUTES

1. The Fourth Meeting of the Governing Board of the Pandemic Fund was held virtually on January 30, 2023. In his opening remarks, the Board Chair reflected how he was disappointed to see that pandemic preparedness had been ranked as priority #22 by the recently concluded World Economic Forum in Davos. He noted that, in the face of competing challenges, the Pandemic Fund has a critical role in helping to keep the focus on pandemic prevention and response and deliver on the promise of strengthening the capacity of low-and-middle-income countries, so they are better prepared for the next pandemic. Further, he emphasized that the first Call for Proposals (CfP) would be an important step in helping to maintain the momentum.

2. The Chair then recapped progress since the last Board meeting on December 12 - 13, 2022, highlighting the following:

- A Board-appointed Selection Committee had selected the group of experts to serve on the Technical Advisory Panel (TAP). The TAP met virtually on January 25, 2023 as part of an induction.
- The Results Framework, which forms a cornerstone for how the Fund will measure, monitor, and express impact and define areas for improvement and accountability, had been completed for the Board's discussion and approval.
- A draft of the CfP had been prepared by the Secretariat for discussion at the Board meeting.
- The Secretariat had developed a Co-Investor Engagement Strategy for socializing the CfP to solicit high-quality applications.
- Progress had been made on the Conflicts of Interest Framework and the Implementing Entity Accreditation Framework.

3. The Chair informed the Board that the Government of India had appointed Mr. Lav Aggarwal, Additional Secretary, Ministry of Health and Family Welfare as the G20 non-voting representative on the Board while Dr. Ahmed Ogwel Ouma, the Acting Director of Africa CDC, had agreed to join the Board as an Observer.

#### 1. FOR INFORMATION: UPDATE FROM THE TRUSTEE

4. The Trustee provided an update to the Board on the status of pledges and contributions. It was noted that as of January 30, 2023, total funds available stood at US\$523 million (up from US\$487 million as of December 12, 2022). Noting that, to date, only one-third of pledged contributions had been paid into the trust fund, the Chair urged contributors who had pledged but not yet signed to do so, and he encouraged those who had signed but not yet paid, to begin paying in their contributions. One Board member requested the Secretariat to assemble a Working Group from amongst the Board to explore the development of a resource mobilization strategy. The Secretariat took note and suggested that this could be a topic for discussion at the upcoming Board Retreat.

## **2. FOR INFORMATION: UPDATE ON THE TAP SELECTION PROCESS AND NEXT STEPS**

5. The TAP Chair and Vice-Chair apprised the Board on the selection process for the TAP experts. They noted that a Selection Panel chaired by them and comprising three Board members, and with the Secretariat's support, had carefully reviewed over 300 applications based on an agreed set of criteria and had selected a group of 21 highly qualified experts to serve on the TAP. Further, they noted that the group of experts assembled, almost one-half women and 40% from low-income countries, represented the required balance of skills, expertise, and geographies. They informed the Board that the TAP had convened on January 25, 2023, received an induction from the Secretariat, and begun engaging on a number of work areas such as the Results Framework.

6. Board members thanked the TAP Chair, Vice Chair, and the Selection Panel members for their hard work in getting the TAP established so quickly. The Board noted that 21 experts had been selected (rather than 20, as stated in the Pandemic Fund Governance Framework) and agreed that this would require a minor amendment to the Governance Framework. In concluding the session, the Chair noted the Board's full support for the selection process and for the results that had yielded a robust panel of TAP experts.

## **3. FOR APPROVAL: RESULTS FRAMEWORK**

7. The Chair of the technical Working Group on the Pandemic Fund's Results Framework presented the key elements of the Framework that had been circulated to the Board ahead of the meeting, along with methodological notes and indicator reference sheets. He summarized the four elements of the Framework, namely: 1) Building capacity/demonstrating capability; 2) Fostering coordination nationally (across sectors within countries), and among countries regionally and globally; 3) Incentivizing additional investments in PPR; and 4) Ensuring administration/operational efficiency of PF resources. Further, he noted that as previously agreed by the Board, the Framework would serve as a 'living document' and will be reviewed after annual reports have been collected from the CfP and again every two years.

8. Board members expressed broad support for the Results Framework, reiterating that it should be treated as a 'living document' that would be reviewed and updated every two years. In providing specific comments, Board members suggested that the Framework be revised to: i) include an indicator to measure "equity" – extending gender equality to overall equity; ii) highlight the importance of measuring integration and additionality; iii) further clarify how Co-Investor policy commitments would be measured; iv) highlight that M&E would help with learning and knowledge sharing; and v) in section 3b add "global health" in addition to "health security" and also clarify how resilience would be measured. One Board member asked for further clarifications on the proposed use of the "7-1-7" metric. Further, several Board members noted that it would be important to incorporate the indicators of the Results Framework into successive Calls for Proposals, emphasizing that the documentation for the first CfP should be updated to provide clear guidance on how relevant elements of the Results Framework will be operationalized. The Chair and Vice-Chair of the TAP suggested the inclusion of a 'sustainability indicator' and noted that this should be mirrored in the project evaluation criteria and methodology for evaluating and scoring proposals.

9. The Working Group Chair agreed to take Members' suggestions back to the Working Group and revise the Results Framework. Further, he clarified that that "7-1-7" was an important metric to measure how and to what extent improvements in capacity translate into improvements in capabilities; noted that Co-investor policy commitments would be measured through indicators 1a, 1b, 1d, 2, 3; and clarified that resilience was one of the indicators within the JEE and SPAR that is included in the Results Framework and represented in Figure 2 of the Framework.

10. In summarizing the discussion, the Board Chair thanked the Working Group and noted that once comments had been incorporated, the Results Framework would be considered approved by the Board.

#### **4. FOR APPROVAL: FIRST CALL FOR PROPOSALS (CfP)**

11. The Secretariat provided the Board with a summary of the key activities undertaken to develop the CfP package that had been circulated to the Board ahead of the meeting and the comments received. It was noted that while the Board was in broad agreement with much of the CfP package, there were a few areas where Members had provided specific comments that would require revising the package, notably, suggestions to: i) explicitly incorporate JEE indicators into the scope and boundaries; ii) further flesh out the proposal evaluation criteria; and iii) develop a transparent scoring methodology that would accompany the CfP. It was also noted that key areas requiring further discussion and decisions by the Board included: i) the timeline of the CfP; ii) the funding envelope; iii) whether an indication of the maximum allocation per individual project should be provided in the CfP package; and iv) if the Expression of Interest (EOI) should be optional or mandatory.

12. In view of the written feedback received from Board members ahead of the meeting regarding the timeframe for the CfP, and in particular, concerns expressed by some Board members around a launch date of January 31, 2023, which would not allow enough time to incorporate comments, the Secretariat presented an alternative proposal that would involve following a two-step approach. Specifically, under this approach, a call for Expressions of Interest (EOI) could be launched on February 3, 2023, followed by the issuance of the detailed CfP on March 3, 2023. This approach would not only help keep up the momentum but also, help the Secretariat gauge the demand for funding and needs of applicants, and provide opportunities to meet with interested parties, answer questions, identify synergies and make connections, as needed, while allowing additional time to finalize the detailed CfP and develop the scoring methodology with the TAP. The Secretariat also presented a new timeline for the CfP based on the original "Option B" timeline discussed in December, which allowed for more time for proposal development. This timeline had the CfP submission deadline as May 19, 2023 with funding allocation decisions occurring in mid-July 2023. The Secretariat highlighted that while this timeline provided additional time for the Secretariat to finalize the CfP and for applicants to develop their proposals, it would mean that the funding allocation decision would be made after the Board is reset in May 2023.

13. The Board expressed its appreciation for the Secretariat's hard work in developing the CfP package, and for its agility and responsiveness. In providing specific comments on the CfP package, Members: i) reiterated the need to further expand the proposal evaluation criteria contained in the package and develop a scoring methodology and "checklist" that would need to accompany the CfP package; ii) asked that requirements around co-financing and co-investment be further clarified in the package, based on the recommendations of the relevant technical Working Group; iii) underscored the

need for the CfP package to be aligned with the Results Framework and asked that it include specific guidance on which Results Framework indicators should be utilized; iv) emphasized that an electronic filing and data collection platform should be developed for the submission and review of CfP applications. The Secretariat agreed to incorporate these revisions into the CfP package, working in consultation with the concerned technical Working Group chairs and the TAP Chair and Vice-Chair.

14. The Board also deliberated the resource envelope for the CfP and agreed that it should be set for around US\$ 300m, noting the possibility of some flexibility to increase that amount, should there be many strong proposals. On whether to stipulate a maximum (“ceiling”) amount that could be requested per project, the Board agreed that, in view of the different types of proposals (single country, multi-country, regional) that were being invited and the varying circumstances of eligible applicants, it would not be helpful to set such a ceiling at the project level.

15. On next steps, the Board discussed the two options presented by the Secretariat, weighing the need to maintain the momentum with the need to work through and finalize some key areas. While the Board acknowledged that the CfP documentation was nearly there, Members agreed that the alternative (two-step) option presented a better solution. Accordingly, the Board asked the Secretariat to proceed with launching the call for Expressions of Interest (EOI) on February 3, 2023 followed by the launch of the detailed CfP on or around March 3, 2023. Further, it was noted that while applicants who had not submitted an EOI would still have the option to submit funding requests under the CfP, submission of EOIs as a first step should be strongly encouraged.

16. The Secretariat agreed to finalize the EOI documentation and launch the call for EOIs on February 3, 2023. On the CfP documentation, the Secretariat agreed to circulate a revised draft of the cover note for the Board’s review on February 8, 2023. Following the Board meeting and upon consultation with the TAP Chair and Co-Chair on the ask to develop the scoring criteria, an email was sent by the Secretariat to the Board to clarify that an Annex detailing the scoring criteria and evaluation methodology would be shared on February 14, 2023, and that the Board would have until February 24, 2023 to approve the overall CfP package and scoring methodology on a “no objection” basis.

## **5. FOR DELIBERATION: CO-INVESTOR ENGAGEMENT STRATEGY FOR THE FIRST CALL FOR PROPOSALS**

17. Recognizing that a successful CfP will necessitate a concerted and strategic engagement with Co-Investor countries, the Secretariat presented a strategy to engage with these countries to “socialize” the CfP. The Secretariat noted that while it had begun efforts to raise awareness of the CfP, the proposed Strategy was designed to leverage the networks of all partners. The Secretariat presented a number of possible pathways for engagement with Co-Investor countries.

18. The Board appreciated the efforts made by the Secretariat in developing the Co-investor Engagement Strategy and the comprehensive approach proposed, including engagement of Board members representing Contributor and Co-investor governments, CSOs, and non-sovereign Contributors as well as engagement of Implementing Entities through a variety of touchpoints. It was also noted that the EOI process would help promote the CfP.

19. Members offered the following specific comments and suggestions: 1) leveraging the World Bank's Executive Board as well as field offices of the World Bank and the WHO to reach client countries as part of broadening engagement with stakeholders; 2) employing multiple channels for outreach to Co-investor countries, including through Ministries of Foreign Affairs, in addition to Ministries of Health and Finance; 3) development of an FAQ sheet as part of the communications campaign. Overall, the Board was supportive of the proposed Strategy and asked the Secretariat to proceed with its execution.

**6. UPDATE FROM THE SECRETARIAT ON THE CONFLICT-OF-INTEREST FRAMEWORK NEXT STEPS, THE STATUS OF THE IMPLEMENTING ENTITY FRAMEWORK, THE BOARD RETREAT, AND AOB**

20. The Secretariat provided an update on the preparation of the Conflicts of Interest (COI) Framework, noting that a draft version of the COI Framework had been circulated on January 13, 2023 to the Governing Board for possible adoption by no-objection by January 27, 2023. The Secretariat informed the Board that objections had been received on two substantive points, related to the participation of Co-Investors in decisions on grant allocations for their countries or constituencies, and to the participation of CSO representatives to the Board. The Secretariat presented an analysis of these points, including the rationale for the proposed language, possible implications for the partnership and options for possible agreement. The Chair recommended that the Secretariat circulate a fourth revised COI Framework to the Board considering this analysis and with marked edits for comments and further discussion. It was agreed that a session with Board members would be organized on February 2, 2023 for possible closure before submission of the Framework for approval by no-objection.

21. Further, the Secretariat provided a brief update on the preparation of the Accreditation Framework for the inclusion of additional Implementing Entities to the Pandemic Fund partnership. A draft Framework was circulated to the Board on January 21, 2023, for written comments by February 6, 2023. The Secretariat informed the Board that two optional sessions for Board members will be held on February 8 - 9, 2023 to clarify any questions on the Framework, after which, a revised draft Framework will be submitted to the Board in mid-February for approval on a no-objection basis.

22. The Secretariat presented the proposed Board calendar and indicated that an in-person Board Retreat is being planned for March 20 – 22, 2023 in Washington, D.C., and that the agenda and logistical details would be circulated in the coming weeks. The Secretariat also solicited suggestions from the Board on issues and topics that the Board would like to discuss and encouraged submissions to the Secretariat via e-mail over the coming weeks while the agenda is being developed.

23. In his concluding remarks, the Board Chair thanked all participants for their valuable inputs and engagement. He reminded Contributors that as they sign their Contribution Agreements/Arrangements, they should also discuss with others which constituencies they would like to join and reminded Board members that the Board will be reset in May 2023. In the same vein, he reminded the Co-Investors and CSOs that they would need to begin working on a self-selection process to decide who will represent their constituencies from May 2023 onwards.