

Minutes of the Project Board meeting
"Support to Country Coordinating Mechanism for 2016-2017"

Date: **October 6, 2017, 15:30 p.m.**

Venue: Country Coordinating Committee on work with International Organizations on HIV and Tuberculosis issues (hereinafter – CCM) Secretariat office (UN Building in Almaty) via skype connection with UNDP Country Office in Astana and the Global Fund Office in Geneva.

Participants: **Alexander Golusov**, CCM Vice-Chair, Joint United Nations Programme on HIV/AIDS (UNAIDS) Country Director in Kazakhstan; **Nurali Amanzholov**, CCM Vice-Chair, President of the Union of Legal Entities "Kazakh Union of People Living with HIV"; **Tatiana Vinichenko**, Senior Fund Portfolio Manager, GFATM; **Konstantin Sokulskiy**, Programme Analyst, Head of GLD Unit, UNDP
Zhanetta Babasheva, Resources Monitoring Associate, UNDP;
Ryssaldy Demeuova, Coordinator of the CCM Secretariat, UNDP;
Ainur Abusseitova, Assistant of the CCM Secretariat, UNDP.

Objectives of the meeting:

- 1) Presentation and discussion of the results of the project "Support to Country Coordinating Mechanism for 2016-2017";
- 2) Transfer of the equipment from the project "Support to Country Coordinating Mechanism for 2016-2017", Project No. 00098524, to the new project "Support to Country Coordinating Mechanism for 2018-2019", Project No. 00107017.

Coordinator of the CCM Secretariat, **R. Demeuova**, opened the Project Board meeting and gave the floor to the Head of UNDP Governance and Local Development Unit, **K. Sokulskiy**, who welcomed the participants and noted that the purpose of the meeting was to discuss the results of the project "Support to Country Coordinating Mechanism for 2016-2017 " as well as to review the transfer of the equipment from the project to the new project "Support to Country Coordinating Mechanism for 2018-2019".

T. Vinichenko clarified that according to the Global Fund to Fight AIDS, Tuberculosis and Malaria (hereinafter - the Global Fund) procedures, the Global Fund projects, which normally last for 3 years, are currently managed by the special CCM Hub Department. Since Vinichenko T. is a member

of the Global Fund Country Team and not of the CCM Hub, she participates in the Project Board meeting as an observer.

K. Sokulskiy proposed to present the results of the project "Support to Country Coordinating Mechanism for 2016-2017".

R. Demeuova reported on the project "Support to the Country Coordinating Mechanism for 2016-2017." The project was aimed to assist the Country Coordinating Committee on work with International Organizations on HIV and Tuberculosis issues (hereinafter – CCM) to conduct its business by providing the necessary logistical, communicative and administrative support. The project beneficiary is the CCM in Kazakhstan. The total amount of the project for 2016-2017 was 217 899 US dollars. This amount was used to implement the CCM functions in Kazakhstan. Effective date of project closure is December 31, 2017. The CCM was established by the Resolution of the Prime Minister of the Republic of Kazakhstan. In 2015, CCM elections were conducted to ensure that the CCM complied with the Global Fund eligibility requirements and that an integrated approach could be applied for CCM oversight function performance and development of a request for the Global Fund funding. The CCM is represented as follows: 24.5% -government sector, 24.5% non-governmental organizations, 14% - people living with HIV, 14% - people affected by tuberculosis, 14% - international organizations, and religious, academic organizations, as well as a representative of the key affected populations - MSM (men who have sex with men) - 3% each. The CCM functions include: coordination of the national funding requests development and of application process, nomination of the Principal Recipient, oversight of implementation of grants for HIV/AIDS and Tuberculosis programs, review and approval of issues on reprogramming and reallocation of the grant funds, and ensuring linkage between the Global Fund grants and other national health and development programs in Kazakhstan.

The work of the CCM Secretariat in 2016-2017 was focused on the following activities:

- Participation in implementation of the Global Fund eligibility requirements to CCM. There are 6 basic requirements, 4 of which the CCM must comply with constantly, and 2 of them are complied with in the process of developing the funding request (application for funding and nomination of the Principal Recipient);
- Participation in the review of strategic documents during development of application for funding and in the Global Fund research under the New Funding Model;
- Data analysis for the implementation of the CCM oversight function;
- Preparation of reports on results of the oversight visits;
- Participation in briefings of the Local Fund Agent with the grant Principal Recipients followed by proper documentation and filing procedures;
- Development of draft Terms of Reference for CCM working groups and consultants;
- Review of documents for publishing on the CCM website which is currently functioning and being updated properly.
- Data update on the electronic portal of the Global Fund; currently, the Global Fund has a new electronic portal, through which financial reports are provided.

The Global Fund Eligibility Requirements to CCM are as follows:

When applying for funding: 1. Development of funding requests should be carried out with the mandatory conduct of the Country Dialogue to ensure the participation of all stakeholders, from the key affected populations to the decision-makers, in developing the funding request. 2. Nomination of the Principal Recipient - the CCM selects and nominates the Principal Recipient that will implement the grant in the country.

Requirements implemented by the CCM on a regular basis: 3. CCM oversight function; 4. Selection process of CCM members representing non-government constituencies (CCM elections); 5. Mandatory participation of key affected populations in the CCM; 6. Management of conflict of interest in the CCM. The CCM has a special policy developed with the technical support of experts from the United States Agency for International Development (USAID), according to which the CCM regulates conflict of interest.

Two of the above-mentioned requirements fully comply with the Output 2 of the UNDAF/Country Programme Results and Resource Framework: Frameworks and dialogue processes engaged for effective and transparent engagement of civil society in national development. The CCM requires the mandatory participation of representatives of civil society, and representation of persons affected by or living with diseases.

To implement the oversight function, the CCM has an Oversight Committee, whose membership is updated annually on an elective basis. According to the Global Fund requirements, the Oversight Committee is composed of the following experts:

- grant management;
- financial management;
- HIV / AIDS and tuberculosis;
- procurement;
- key persons affected by the diseases.

The CCM Oversight Committee annually holds briefings with the grant Principal Recipients and the Local Fund Agent. In 2015, 4 briefings were conducted with each Principal Recipient of the grant (based on the results of 2014), and only one briefing was held in 2016, as there were no ongoing grants in 2015, and the projects were temporarily suspended. The Oversight Committee carries out visits to the regions, meets with the heads of the health departments, the sub-recipients of the grant, the service recipients and partners from government and non-governmental organizations. In 2016-2017, 7 oversight visits were conducted; all heads of health departments (a mandatory requirement of each visit is to hold meetings with heads of the regional health departments) were informed about the need to allocate the state budget funding to support the Global Fund programs. During the oversight visits, an assessment of the quality, accessibility and acceptability of services for vulnerable populations is carried out, and proposals are collected for consideration at CCM meetings. Also, the Oversight Committee informs the CCM about the need to take corrective actions. As part of the project, the CCM drafted a letter of support on the need to register Methadone in Kazakhstan. Several

official letters were sent to the Akims of the regions on the need to provide funding to support HIV/AIDS and tuberculosis prevention programs.

Project results in 2016-2017:

- The CCM Secretariat assisted the process of approving and signing the Memorandum between the Government of the Republic of Kazakhstan and the Global Fund, endorsed in 2016;
- The Resolution of the Prime Minister of the Republic of Kazakhstan "On the Country Coordinating Committee on Work with International Organizations on HIV-issues and Tuberculosis" was approved; UNDP recruited a national consultant who assisted in amending the Resolution of the Government of the Republic of Kazakhstan (currently - the Resolution of the Prime Minister of the Republic of Kazakhstan), taking into account the results of the CCM elections in 2015;
 - The CCM Oversight Committee for HIV / TB grants was established;
 - 7 oversight visits were conducted; the relevant reports are published on the CCM website; data on the oversight visits is also entered in the database, filled in on the Global Fund electronic portal;
 - 9 CCM meetings were organized with the participation of the Minister or the Vice-Minister of Health, as a result, the following decisions were approved: 1) funding requests and extension of the Global Fund grants; 2) a new CCM Chair was appointed (the previous CCM Chair was the Minister of Health and Social Development of the Republic of Kazakhstan, the current CCM Chair is the Minister of Health of the Republic of Kazakhstan); 3) resources are mobilized for HIV and TB program components; 4) approval of Grant closure plans of two HIV grants and the Project Hope grant; 4) approval of results of the work of the grant Principal Recipients; 5) plan on implementation of the Country Dialogue was approved; 6) working groups on gender issues and on the development of funding requests were established.

Thus, in the framework of the project "Support to CCM for 2016-2017," all the planned results have been achieved.

As of October 1, 2017, there is a balance of about 32,500 US dollars, which is planned to be utilized for scheduled oversight visit to Karaganda region and for additional visits to Astana and Kokshetau, as these two regions are sub-recipients of the new Global Fund grant under the New Funding Model. And as for the visit to Astana, there has never been an oversight visit to the city on cross-border control measures for migrants.

Regarding the transfer of equipment, **R. Demeuova** noted that all the archives and assets of the project "Support to Country Coordinating Mechanism for 2016-2017", the Project No. 00098524, will be transferred to the new project "Support to Country Coordinating Mechanism for 2018-2019", Project No. 00107017, in accordance with Annex 1 to the Minutes of the Project Board meeting.

A. Goliusov noted that, in his opinion, the main objective of the project - the provision of logistical, communicative and administrative support to the CCM - was successfully achieved, and he evaluated the work of the CCM Secretariat as "very good".

T. Vinichenko also expressed her appreciation to the CCM Secretariat for the very well-done work and for achieving the project goals.

At the end of the Project Board meeting, **K. Sokulskiy** expressed his gratitude to all the participants of the meeting and suggested that the outcomes of the meeting should be followed up by signing the Minutes of the meeting within one week.

The Project Board has resolved:

- 1) To approve the results of the project "Support to Country Coordinating Mechanism for 2016-2017" and to consider the project successfully completed due to achievement of all the targets stated in the Project Document.
- 2) To approve the transfer of the equipment from the project "Support to Country Coordinating Mechanism for 2016-2017", Project No. 00098524, to the new project "Support to Country Coordinating Mechanism for 2018-2019", Project No. 00107017, in accordance with Annex 1 to the Minutes of the Project Board meeting;
- 3) To forward the minutes of the meeting to the Project Board members for review and further signing in due time.

Deputy Resident Representative, UNDP

CCM Vice-Chair

CCM Vice-Chair



M. Altangerel

N. Amanzholov

A. Goliusov