**Inter-American Agency for Cooperation and Development** OEA/SER. W

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**SUGGESTED 2020-2021 MB/IACD WORK PLAN PRIORITIES**

**(Prepared by the Secretariat, based on the actions proposed by member states and the comments received following the meeting of the Board held on December 9, 2019)**

**BACKGROUND:** A Technical Meeting on Cooperation for Development was convened by the Chair of the Management Board of the Inter-American Agency for Cooperation and Development (MB/IACD) on October 31 and November 1, 2019 at OAS Headquarters in Washington DC. The meeting provided technical guidance on future steps to be taken to achieve further progress on the implementation of recommendations made by Cooperation Authorities during the Meeting of High-Level Authorities held in September, 2018.

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| At the Meeting, member states set a goal to “better define IACD value-add and niche in development cooperation and improve recognition within the OAS, and by member states, related organizations, the private sector, and other actors.”To this end, one of the main recommendations was for the MB/IACD **to define a Work Plan for the IACD**, in collaboration with the Secretariat. The Work Plan is expected to strengthen the role and reach of the IACD as the focal point of all OAS/SEDI cooperation actions and ensure a more effective participation by cooperation agencies and offices in each member state, thereby bolstering regional cooperation for development within the framework of the Inter-American Council for Integral Development (OAS/CIDI). |

**INTRODUCTION:** This document was prepared by the Secretariat based on the actions proposed by member states during the breakout sessions held at the Technical Meeting. It is a suggestion for prioritization of actions for consideration of the MB/IACD, as it endeavors to define a Work Plan for 2020-2021. Results of the Work Plan will be reported at the next meeting of High-level Cooperation Authorities scheduled for 2021.

**PRIORITIZED ACTIONS:**

1. Conducting an analysis to identify the added value, strengths, and weaknesses of the OAS institutional cooperation apparatus.
2. Strengthening the working methods of the MB/IACD.
3. Overseeing the OAS Scholarship and Training Programs, one of the main tasks of the MB/IACD.
4. Strengthening the Development Cooperation Fund (DCF).
5. Launching, populating, and promoting the CooperaNet Platform.
6. Aligning Ministerial Processes with Cooperation.
7. Establishing guidelines for engaging in Multi-stakeholder Partnerships.
8. Designing and implementing an overall Communications Strategy.
9. Seeking out complementarities with other regional cooperation schemes, such as the Ibero-American system.

A list of concrete action steps, specific activities, and desired outcomes for each item is included below. Once prioritization is validated by the MB/IACD, a timeline will be established for each action, with indicators to measure progress on the implementation of the Work Plan, results obtained, and a budget for each specific action, indicating the resources needed and the sources of funding.

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| **ACTIONS TO BE UNDERTAKEN AS PART OF THE MB/IACD 2020-2021 WORK PLAN** |
| **ACTION STEPS**  | **OBJECTIVES** | **DESIRED OUTCOME**  |
| 1. **Conducting an analysis to identify the added value, strengths, and weaknesses of the OAS institutional cooperation apparatus**
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| 1. **Strengthening the working methods of the MB/IACD**
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| * 1. Create model working methodology for the MB/IACD
 | The Secretariat will, in consultation with the member states, establish:- Model annual work schedule for the MB/IACD (presentation of account statement, implementation status, new projects, etc.)- Template forms for regularly used MB/IACD documents.- Adoption of OAS reference standards in MB/IACD documents. | Model working methodology approved. |
| * 1. Implement working methodology.
 | Training of MB/IACD Technical Secretariat officers in the model working methodology.  | - Officers trained.- Working methodology implemented in the MB/IACD’s work routines. |
| 1. **Overseeing the OAS Scholarship and Training Programs**
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| * 1. Create a model working methodology for the oversight and management of the fellowship and scholarship programs.
 | The Secretariat will, in consultation with the member states, establish:- Model annual schedule of activities needed for the oversight and management of fellowship and scholarship programs within the MB/IACD (presentation of account statement, implementation status, new projects, etc.)- Template forms for documents regularly used for the oversight and management of the fellowship and scholarship programs. | Working methodology for the oversight and management of fellowship and scholarship programs approved |
| * 1. Implement the working methodology.
 | Training of DDHEE/SEDI officers in the model working methodology, and connections with officers of the MB/IACD Technical Secretariat. | - Officers trained.- Working methodology implemented in the MB/IACD’s work routines. |
| 1. **Strengthening the Development Cooperation Fund (DCF)**
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| * 1. Re-evaluate the current DCF programming cycle:
* Identify alternative and more flexible forms of capitalization of the DCF that may drive contributions from member states, permanent observers, and other actors.
* Focus on a single area vs. several per cycle.
* Consider the convenience of decreasing the timeline rigidness for member states participation in the programming cycles.
* Prioritize projects with multi-country impact (sub-regional or inter-sub-regional).
* Ensure that the actions undertaken as part of the programming cycle include an approach for strengthening national and local capacities.
 | * The Secretariat will conduct a survey / research on the modalities used my member states and observers to contribute to voluntary/specific funds.
* Analyze the efficiency and effectiveness of the first two DCF programming cycles (2014-2017 and 2017-2021) based on national initiatives in one area of focus.
* Review the viability of different options, with regard to timelines.
* Prepare a report with clear proposals and actions to be undertaken, and present to the MB/IACD member states for discussion and approval.
 | * Improved understanding of the incentives that draw or hinder voluntary contributions to the Fund.
* Greater participation from member states in the implementation of the 3rd DCF programming cycle.
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| * 1. Review the analyses of Indirect Cost Recovery (ICR) conducted within the OAS, and study its effect on the capital structure and sustainability of DCF. Request the Committee on Administrative and Budgetary Affairs (CAAP) to discuss the possible decrease of the ICR charged to DCF, in preparation for the 2020 OAS General Assembly. (Take into account options such as ranges of variation of the application of the ICR, accounting for the costs incurred by the member states).
 | * The Secretariat will prepare a draft report for the MB/IACD, to be presented to CIDI and to the CAAP, analyzing the effect of the ICR on fundraising efforts and the sustainability of DCF, and offering recommendations and presenting options for improved OAS comparative advantage as administrator of funds.
 | * Recommendations given to the OAS on the competitiveness and other considerations of the ICR applied.
* Heightened appeal of DCF for donors and contributors.
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| * 1. Consider the feasibility of DCF as an umbrella cooperation fund for the OAS integral development pillar, centralizing other relevant funds.
	2. Make progress with a framework to enable the IACD Management Board to discharge its duties efficiently, in accordance with Article 9 of its Statutes.
 | * The Secretariat will prepare a draft report for the MB/IACD, on how to develop a framework for an expanded DCF with subaccounts for specific program and project activities. One of those subaccounts must include the leverage of triangular cooperation projects among the OAS member states.
 | * Greater oversight capacity by member states.
* Increased capacity to leverage resources, and improved investment options for Fund resources.
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| 1. **Launching, populating, and promoting the CooperaNet Platform**
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| * 1. Re-engage focal points.
	2. Promote the platform and communicate it broadly. Focus on sensitization and promotion of the platform among member states. Disseminate it through the websites of member states’ Cooperation Agencies and Ministries of Foreign Affairs, as well as through other international organizations and Cooperation Agencies in Observer States.
	3. Classify and align the identified practices in accordance with the goals set in the 2030 Agenda for Sustainable Development.
 | * Remind the member states that have not yet given notice of their focal points to do so as promptly as possible.
* The Secretariat will continue to elicit cooperation offers and to conduct analyses of comparability between member state forms (in available catalogues) and the platform records.
* Gather together the member states’ cooperation needs and link the identified needs with the current DCF projects in order to detect potential cooperation offers in the framework of the projects.
* Identify and gather information from internal and external experts, making use of the technical networks available within SEDI.
* Create and implement a communications plan for promoting CooperaNet in line with the general communication strategy.
 | Increased buy-in from and participation by member states focal points and other stakeholders.  |
| * 1. Design and offer regular training of focal points.
 | * Design a manual or explanatory video about the platform and socialize it.
* Schedule and conduct webinars and other training and ongoing education options about the platform.
 | Sustained engagement by focal points designated by Cooperation Authorities.  |
| * 1. Pursue private sector and civil society participation on the platform.
 | * Study the SEDI/CIP model and others, to attract private sector partners.
* Determine the options for engaging with the private sector and other partners of CooperaNet.
* Identify ways to bring them in as potential sources of regional cooperation and funding.
* Engagement should follow criteria and standards defined by member states (point 4).
 | Expanded cooperation opportunities on platform and enhanced sustainability of platform. |
| * 1. Link the platform to other cooperation mechanisms within and outside of the OAS.
 | * Conduct research on internal and external cooperation initiatives and efforts and on the resources they have available, and include relevant links to the OAS and hemispheric cooperation in the platform.
* Socialize and link the platform with the observer states’ cooperation agencies.
 | Enhanced virtual coordination for partnership for development within and beyond the OAS. |
| * 1. Link the platform to other cooperation mechanisms within and beyond the OAS and, in particular, with other international organizations and agencies, in order to strengthen the role of the OAS cooperation system as a facilitator for Triangular Cooperation.
 | * Contact mechanisms such as the Pacific Alliance, the Mesoamerica Project, ACS, and CARICOM, which have already conducted exercises to identify subregional cooperation offers and demands.
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| 1. **Aligning Ministerial Processes with Cooperation**
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| * 1. Strengthen Ministerials’ intersectoral linkages to improve and to enhance the efficiency and effectiveness of cooperation activities.
	2. Promote the use of technology to improve, advance, and optimize the cooperation work of the development pillar and the conduct of ministerial meetings, facilitating online participation by authorities.
 | * OAS/SEDI must inform cooperation focal points when ministerial and high-level meetings are called.
* The host country and the Secretariat will promote a campaign for the delivery of results by all the stakeholders involved prior to the meeting and in all the sectors.
* Transmit to the IACD the Plans of Action agreed on at Ministerials that include cooperation proposals.
* The IACD may validate the viability of implementing the cooperation proposals arising from Ministerials, according to the funds available in SEDI and in the IACD, or through forms of triangular cooperation.
* Ensure that the guidelines and deadlines of the ministerial cycle are met, consolidating the selection of topics according to the member states’ needs and priorities.
* The Secretariat will devise a strategy for CooperaNet to become a useful tool for encouraging, focusing, and catalyzing regional cooperation, and for pursuing the priorities jointly agreed on through the ministerial processes.
* Coordinate with the Committee on Policies, under its Work Plan, as regards the ministerial processes.
 | Improved alignment between cooperation for development and the ministerial processes within the framework of CIDI.Ministerials convened around salient and crosscutting thematic areas.Improved ministerial and high-level attendance at the meetings.A virtuous cycle is generated, linking the policy dialogue with the technical cooperation componentIncreased opportunities to engage in multi-stakeholder partnerships for development cooperation. |
| * 1. Establish fluid and continuous engagement between cooperation authorities and Missions during the 3-year Ministerial cycle.
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| * 1. Establish, as a regular method, the conducting of cooperation feasibility analyses (the IACD could validate the viability of implementing the cooperation proposals emanating from Ministerials).
	2. Engage with various stakeholders from different sectors that are ready and prepared to contribute to the ministerial processes through integral development pillar cooperation mechanisms.
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| 1. **Establishing guidelines for engaging in Multi-stakeholder Partnerships**
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| * 1. Identify good practices with multi-stakeholder relations in place at other organizations and institutions.

 * 1. Work with member states to establish guidelines for engaging the private sector.
	2. Define avenues for engaging with the private sector and other actors.
* Agree on common themes between government entities and multi-actors to work on the country’s social development agenda.
* Create opportunities to discuss multi-sector cooperation with the private sector to articulate development efforts.
* Promote the OAS’s guiding human rights principles in dealings with the private sector.
* Inclusion of global frameworks of reference such as the 2030 Agenda and Global Compact.
 | * Work with member states through the MB/IACD to define the guidelines and explore avenues for engaging the private sector and other partners.
* Conclude the curated database of potential partners.
* Continue the process of implementing the private sector engagement strategy.
 | OAS better positioned to respond to member states’ development cooperation needs.Conflict of interest avoided between member states and partners.Inclusion of the private sector as an equal partner for the development of the region. |
| * 1. Establish partnerships with the private sector and other actors, including the multilateral banks, academia, and civil society, in coordination with relevant internal and external stakeholders.
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| * 1. Build internal capacity to explore innovative partnerships and fundraising, through internal training and the engagement of specialized consultants, as needed.
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| 1. **Designing and implementing overall communications strategy**
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| * 1. Design a Communications Strategy aimed at strengthening engagement with stakeholders and increase understanding of the role of the OAS in cooperation for development in the framework of CIDI and SEDI, particularly through the IACD and its various instruments.
 | * Develop a draft communication strategy and present to the MB/IACD for discussion and implementation.
 | Improved communication and engagement with national focal points, member state governments, existing regional bodies, the private sector, and other actors. Improved viability for access to funding sources. |
| 1. **Seeking out complementarities with other regional cooperation schemes, such as the Ibero-American system**
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