**INTER-AMERICAN AGENCY FOR**  OEA/Ser. W

**COOPERATION AND DEVELOPMENT** AICD/JD/doc.196/22

 27 April 2022

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WORKING GROUPS OF THE INTER-AMERICAN AGENCY FOR COOPERATION AND DEVELOPMENT (IACD)

***Guiding Document***

*Template to Draft Implementation Plan*

*Follow-up to the Third Specialized CIDI Meeting of High-Level Cooperation Authorities*

BACKGROUND:

The Third Specialized Meeting of High-Level Authorities of Cooperation (December 2 and 3, 2021) established three working groups in the framework of the Inter-American Agency for Cooperation and Development (IACD) to make the work of the Agency more strategic and responsive to countries’ needs and increase their engagement.

* Working Group 1: Aligning cooperation with CIDI Ministerial processes.
* Working Group 2: Fundraising to support partnership for development activities in the OAS/SEDI.
* Working Group 3: Position the IACD in the international development cooperation landscape

Subsequently, the Management Board approved the Guidelines for the Working Groups (AICD/JD/doc.194/22), which state that the purpose of the working groups is to bring together representatives of cooperation authorities to examine in greater depth the topics identified, facilitate information exchange, define a Plan of Action with recommended strategies and actions, timetable, and expected results, and provide periodic updates to the Board. It further posits that the Secretariat will assist the Working Groups with supporting and reference documents.

This template is intended to offer further guidance to working groups in defining an implementation plan and facilitate a cohesive approach in the context of the IACD.

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| WORKING GROUP 1: Aligning cooperation with CIDI Ministerial processes |
| Guiding questions for discussion (the following questions are not an exhaustive list): 1. What considerations must be made to make the new Ministerial model valuable for Cooperation Authorities?
2. How can we ensure a more coordinated and sustainable engagement between Cooperation Authorities, represented through the MB/IACD, and Sectoral Authorities in the framework of the Ministerial process?
3. How should cooperation be tied to the Ministerial process and become a tangible outcome or an action arm of the process?
4. At what point in the Ministerial process should cooperation authorities and cooperation be considered and included?
5. What is a reasonable timeline to consult Cooperation Authorities in the new Ministerial Cycle?
6. What is the role of the MB/IACD in the Ministerial process (planning, oversight, implementation, and reporting)?
7. How should the IACD be informed or engaged in the cycle? (dates and content of ministerial processes etc.)
8. How to better define a connection between sectorial authorities, cooperation authorities, and other potential partners in the Ministerial process?
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| *Write the specific objective statement here.**Choose an appropriate specific objective and clearly define the desired outcome.**Choose action steps that are concrete, measurable, and attainable. These steps should be clearly defined, not vague ideas.**Copy the template to include additional specific objectives, as needed.*  |
| Action Steps | **Desired Outcome** | **Timeline for Implementation**  | **Responsible party / Proposed Implementation Methodology** |
| 1.  |   |  |  |
| 2.   |   |  |  |
| 3.   |   |  |  |
| NOTES:  |

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| WORKING GROUP 2:Fundraising to support partnership for development activities in the OAS/SEDI. |
| Aligned with the following prioritized actions in the 2020-2021 IACD Work Plan: * Strengthening the Development Cooperation Fund (DCF).
* Establishing guidelines for engaging in Multi-stakeholder Partnerships.

Guiding questions and considerations for discussion (the following questions are not an exhaustive list): 1. What are the current challenges for effecting cooperation and partnerships in the DCF?
2. What steps can be taken to attract Member State resources to re-capitalize the Fund in order to meet their needs?
3. How can the MB/IACD better organize to improve fundraising and partnerships for development?
4. Is the programming cycle under the current structure serving the needs of Member States?
5. Review the funding model for the DCF and propose adjustments as necessary for contributions
6. Propose strategies for increasing member state participation
7. Issue strategies and guidelines for raising non-member state voluntary funds and channeling them through the DCF. (Refer to the Statutes of the DCF.)
8. Provide strategy, guideline, or recommendations for channeling funding from the private sector, examine existing mechanisms to determine effectiveness and issue recommendations/ adjustments.
9. Develop the framework for the MB/IACD to establish cooperative relations with Permanent Observers, other states, national and international organizations, and other entities, including the private sector.
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| 2.   |   |  |  |
| 3.   |   |  |  |
| NOTES:  |

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| WORKING GROUP 3: Position the IACD in the international development cooperation landscape |
| Aligned with the following prioritized actions in the 2020-2021 IACD Work Plan: * Strengthening the working methods of the MB/IACD
* Seeking out complementarities with other regional and international cooperation schemes and institutions, including but not limited to the exchange of experiences and experts.

Guiding questions and considerations for discussion (the following questions are not an exhaustive list):  1. Issue guidelines and a methodology for reporting all OAS-SEDI cooperation activities, in line with other regional and global reporting efforts.
2. Establish procedures to use the reports by the OAS General Secretariat and by Member States to share information on the work of the IACD.
3. Consider including cooperation outcomes emanating from Ministerial processes, as one of the Organization’s greatest comparative advantages.
4. What other actions can be taken to raise awareness and understanding of the work of the IACD? (capacity building, exchange of information and practices, among other actions).
5. Provide guidelines or recommendations for OAS/IACD engagement with other Cooperation regional and international bodies.
6. How best to ensure that the IACD acts as an umbrella body to coherently organize, manage, and report on cooperation across the areas of work of the OAS-SEDI?
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| 2.   |   |  |  |
| 3.   |   |  |  |
| NOTES:  |

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