

Draft – for consideration and approval at the first Joint Country Steering Committee meeting

JOINT COUNTRY STEERING COMMITTEE

TERMS OF REFERENCE

A. BACKGROUND

Building on the experience of the UNDP and Government of Spain's One UN Funding Window in the MDG Achievement Fund (MDG-F), it was proposed to expand it into a multi-donor funding facility for supporting the UN to Deliver as One. The 'Expanded Delivering as One Funding Window for Achievement of MDGs' (hereafter referred to as the Expanded DAO Funding Window) was established to help address the funding challenges encountered by countries that voluntarily follow the 'Delivering as One' (DAO) approach. This funding mechanism broadens the partnership of the Government of Spain and UNDP to other United Nations organizations and donors. It has been designed under the Accra principles to take advantage of the existing funding mechanism already established under the MDG Achievement Fund which, in one of its components, supports the DAO pilots.

The purpose and objectives of this funding is "to increase the UN's contribution to poverty reduction and the MDGs by ensuring the more effective use of UN resources at country level". Specifically, this funding is designed to:

- **Respond to the need for additional, un-earmarked and more predictable funding** in order to support countries that have approved 'One UN' Programmes at the country level;
- **Provide a channel for additional resources** to fill funding gaps in approved United Nations Country Programmes;
- **Allow donors to support the 'One UN' Programmes** in countries where they may not have a bilateral presence nor a country level funding mechanism but where poverty, MDG gap, and 'aid orphan'¹ criteria determine the need for additional support;
- **Reduce the transaction costs** associated with separate and multiple financing agreements which are necessary for the management of earmarked resources; thereby leading to cost savings that can be applied to programmatic priorities."²

The Guidance Note for Country Teams for the Expanded DAO Funding Window was issued by the UN Development Group (UNDG) in June 2009. It provides detailed guidance on country eligibility to apply to the Expanded DAO Funding Window as well as the procedural steps, documents and management arrangements that form part of a Request for Funding from a country.

¹ This term as noted in the Concept Note "Supporting the Delivering as One Approach through supplementary financing for One UN Funds" (Proposal for an Expanded 'One UN' Funding Window, August 2008) is interpreted as those countries that have access to limited number of sources of funding at the country level.

² Extract from the Concept Note

A Joint Country Steering Committee is a key element of the governance structure for the Integrated UN Programme, Results and Budgetary Framework (2010-2015) for Montenegro.

B. ROLE, COMPOSITION AND MODUS OPERANDI OF THE JOINT COUNTRY STEERING COMMITTEE

Mandate and purpose

The Joint Country Steering Committee provides overall oversight to the process of design, implementation and monitoring of the Integrated UN Programme, Results and Budgetary Framework for Montenegro. The Joint Country Steering Committee, with representation of national stakeholders and the UNCT and co-led by government and the UN, is set up to ensure government commitment and leadership from the onset of the Delivering as One process. The main elements of the Terms of Reference for the Joint Country Steering Committee include: roles and responsibilities, structure and composition, frequency of meetings, quorum for meetings, and support structures.

Roles and Responsibilities

The Joint Country Steering Committee plays a key role by guiding the overall design, implementation and monitoring of the Integrated UN Programme, Results and Budgetary Framework for Montenegro. The Steering Committee is responsible for:

1. reaching a common understanding of the Delivering as One concept and, specifically, the overarching aims of the Integrated UN Programme, Results and Budgetary (2010-2015), and agreeing on a roadmap for its implementation;
2. ensuring alignment of the Integrated UN Programme with national priorities;
3. deciding on the strategic orientations for key planning documents, monitor and evaluation mechanisms and reporting obligations related to the Integrated UN Programme and proposing;
4. serving as a forum for the consideration of issues that may impede the implementation of the Integrated UN Programme and proposing corrective measures, where appropriate;
5. providing oversight of joint communication and joint resource mobilization so that it is aligned with the Delivering as One process as a whole;
6. liaising, as required, with UN Headquarter-based decision making bodies tasked with overseeing the implementation of Delivering as One; and,
7. deciding on the allocation of resources from the UN Country Fund for Montenegro to Participating UN Organisations for agency-specific projects, sub-programmes and Joint Programmes that form part of the Integrated UN Programme.

Specifically, in relation to the UN Country Fund, the Steering Committee will:

1. review and approve the UN Annual Work Plan for the Integrated UN Programme, Results and Budgetary Framework;
2. review and approve the criteria to be used for deciding on resource allocations from the UN Country Fund;
3. review and decide on allocations of UN Country Fund resources to agency-specific projects, sub-programmes and Joint Programmes of the Integrated UN Programme;
4. instruct the AA to disburse the UN Country Fund resources to Participating UN Organizations according to its decisions;
5. monitor the overall progress of the Integrated UN Programme and, in particular, the results achieved by the resources allocated to it from the UN Country Fund;
6. Approve and update, as necessary, this UN Country Fund TOR as well as the TOR of the Steering Committee, including its rules and procedures; and,
7. review and approve the consolidated narrative and financial reports prepared by the AA.

Composition of the Joint Country Steering Committee

The Steering Committee is co-chaired by the Minister of Foreign Affairs and the UN Resident Coordinator. The Steering Committee is composed of:

- (a) up to seven (7) representatives of line ministries³, with each line ministry able to designate both a senior political figure (at Deputy Minister level) and a technical adviser; and,
- (b) all members of the UNCT, as well as
- (c) donor representatives, by invitation, based on the decision of the Steering Committee.

The AA will serve as an ex-officio member of the Steering Committee.

It is the responsibility of government to decide on its representatives on the Steering Committee. The members of the Steering Committee are responsible for communicating and sharing information with their respective, larger stakeholder groups.

Frequency of meetings and quorum

Meetings of the Joint Country Steering Committee will be convened by the co-Chairs of the Steering Committee. There should be at least three meetings per annum, one to review annual work plan (UNAWP) for the Integrated UN Programme, another to take decisions on

³ Ministry of Labour and Social Welfare, Ministry of Economy, Ministry of Spatial Planning and Environment, Ministry of Justice, Ministry for Human and Minority Rights, Ministry of Finance, Ministry of Health.

funding allocations to the Integrated UN Programme and a further meeting to review progress in implementation of the Integrated UN Programme (Annual Review). The Steering Committee should take decisions by consensus and agree criteria that can guide decisions on funding allocations to the Integrated UN Programme (see TOR of the UN Country Fund).

To ensure timeliness and efficiency of guidance and decision-making, the quorum for meetings of the Steering Committee will be two line ministries and three Heads of UN agencies, as well as the co-chairs (Minister of Foreign Affairs and UN Resident Coordinator).

Support structures

The Directorate for UN and Other International Organizations in the Ministry of Foreign Affairs and the Office of the UN Coordination Office will act as a secretariat for the Steering Committee and will support it in preparing for and organizing meetings as well as ensuring follow-up on decisions taken by the Steering Committee.