



LILIA BURUNCIUC
Country Director
Sint Maarten
Latin America and Caribbean Region

Date: 21-Jun-2022

Mr. Claret Connor
Director
National Recovery Program Bureau
57 Walter J.A. Nisbeth Road
Phillipsburg, St. Maarten

**Re: Grant No. B8048-SX (SINT MAARTEN Fostering Resilient Learning Project)
Additional Instructions: Disbursement and Financial Information Letter**

Dear Mr. Connor:

I refer to the Grant Agreement (“Agreement”) between the International Bank for Reconstruction and Development (“World Bank”), acting as administrator of the Sint Maarten Hurricane Irma Reconstruction, Recovery and Resilience Trust Fund and the National Recovery Program Bureau (the “Recipient”) for the above-referenced project, dated 21-Jun-2022. The Agreement provides that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Grant B8048-SX (“Grant”). This letter (“Disbursement Letter”), as revised from time to time, constitutes the additional instructions.

I. Disbursement Arrangements and Withdrawal of Grant Funds

The *World Bank Disbursement Guidelines for Projects*, dated February 1, 2017, (“Disbursement Guidelines”) are available in the World Bank's public website at <https://www.worldbank.org>, and are an integral part of the Disbursement and Financial Information Letter. The manner in which the provisions in the Disbursement Guidelines apply to the Grant is specified below. Sections and subsections in parentheses below refer to the relevant sections and subsections in the Disbursement Guidelines and, unless otherwise defined in this letter, the capitalized terms used have the meanings ascribed to them in the Disbursement Guidelines.

(i) Disbursement Arrangements

The table in **Schedule 1** provides the disbursement methods^{4/} which may be used by the Recipient, information on registration of authorized signatures^{5/}, processing of withdrawal applications (including minimum value of applications and advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.

(ii) Withdrawal of Grant Funds (Electronic Delivery) Section 7.01 (c) of the Standard Conditions.

The Recipient will deliver Withdrawal Applications (with supporting documents) electronically through the Bank's web-based portal “Client Connection” at <https://clientconnection.worldbank.org>. This option will be effected after the officials designated in writing by the Recipient who are authorized to sign

and deliver Withdrawal Applications have registered as users of “Client Connection”. The designated officials will deliver Applications electronically by completing the Form 2380, which is accessible through “Client Connection”. By signing the Authorized Signatory Letter, the Recipient confirms that it is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Bank by electronic means. The Recipient may exercise the option of preparing and delivering Withdrawal Applications in paper form on exceptional cases (including those where the Recipient encounters legal limitations), and which were previously agreed with the Bank. By designating officials to use SIDC and by choosing to deliver the Applications electronically, the Recipient confirms through the authorized signatory letter its agreement to: (a) abide by the Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation, available in the World Bank's public website at <https://worldbank.org> and “Client Connection”; and (b) to cause such official to abide by those terms and conditions.

II. Financial Reports and Audits ^{7/} Section 2.07 (a) and (b) of the Standard Conditions.

(i) Financial Reports.

The Recipient must prepare and furnish to the Bank not later than forty-five (45) days after the end of each calendar quarter, interim unaudited financial reports (“IFR”) for the Project covering the quarter.

(ii) Audits.

Each audit of the Financial Statements must cover the period of one fiscal year of the Recipient, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each such period must be furnished to the Bank not later than six (6) months after the end of such period.

III. Other Important Information

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the World Bank’s website (<http://www.worldbank.org>) and “Client Connection”. The World Bank recommends that you register as a user of “Client Connection”. From this website you will be able to prepare and deliver Applications, monitor the near real-time status of the Grant, and retrieve related policy, financial, and procurement information. For more information about the website and registration arrangements, or if you have any queries in relation to the above, please contact the World Bank by email at AskLoans@WorldBank.org using the above reference.

Yours sincerely,



Lilia Burunciuc
Country Director
Sint Maarten
Latin America and Caribbean Region

Attachments

1. Form of Authorized Signatory Letter
2. Form of Interim unaudited Financial Report (IFR)

1. Schedule 1: Disbursement Arrangements

2.

Basic Information			
Grant Number	B8048	Country Sint Maarten	Closing Date: June 30, 2025
		Recipient National Recovery Program Bureau	
		Name of the Project: Fostering Resilient Learning Project	Disbursement Deadline Date: four months after the closing date
Disbursement Methods, and Supporting Documentation			
Disbursement Methods <i>Section 2 (**)</i>	Methods Available	Supporting Documentation <i>Subsections 4.3 and 4.4 (**)</i>	
Direct Payment	Yes	Copy of Records	
Reimbursement	Yes	Interim unaudited Financial Report which will include a list of payments against contract that require the Bank's prior review – Attachment 2	
Designated Account:	Yes	Interim unaudited Financial Report which will include a list of payments against contract that require the Bank's prior review - Attachment 2	
Special Commitments	Yes	Copy of letter of credit	
Designated Account (Section 5 and 6 **)			
Type	Segregated	Ceiling	Variable
Financial Institution - Name	Central Bank of Curacao and Sint Maarten	Currency	USD
Frequency of Reporting, Subsection 6.3 (**)	Quarterly	Amount	Based on cash-flow forecast as part of quarterly IFRs; first advance to be equivalent to six-months of eligible expenditures
Minimum Value of Applications (subsection 3.5)			
The Minimum Value of Applications for Direct Payments will be \$150,000 USD equivalent.			
Authorized Signatures (Subsection 3.1 and 3.2 **) The form for Authorized Signatories Letter is provided in Attachment 1 of this letter			
Withdrawal and Documentation Applications (Subsection 3.3 and 3.4 **)			
Authorized Signatures: A letter in the Form attached (Attachment 1) should be furnished to the Bank at the address indicated below providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications:			
The World Bank 1818 H Street, N.W.			

Washington, DC 20433, USA
Attention: Ms. Lilia Buruncic, Country Director

Additional Information/Instructions

Resettlement Expenditures are approved up to a maximum amount equivalent to USD 7,800.00. To ensure that this amount is not exceeded, each quarterly IFRs will report on the amount expended to date on Resettlement Expenditures.

Other

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Bank's website (<http://www.worldbank.org/>) and "Client Connection". The Bank recommends that you register as a user of "Client Connection". From this website you will be able to prepare and deliver Applications, monitor the near real-time status of the Loan, and retrieve related policy, financial, and procurement information. For more information about the website and registration arrangements, or if you have any queries in relation to the above, please contact the Bank by email at askloans@worldbank.org.

** Select the agreed supporting documentation, and add the following "in the format provided in **Attachment 2** of this letter"*

*** Sections and subsections indicated relate to the **Disbursement Guidelines for Investment Project Financing dated February 2017**.*

Form of Authorized Signatory Letter

[Letterhead]
Ministry of Finance
[Street address]
[City] [Country]

[DATE]

The World Bank
1818 H Street, N.W.
Washington, D.C. 20433
United States of America

Attention: [Country Director]

Dear [Country Director]:

Re: Grant No. ____ - ____ (_____ Project)

I refer to the [Grant] [Letter] Agreement (“Agreement”) between the [International Bank for Reconstruction and Development/International Development Association] (“[World Bank]”[“Association”])), acting as [*an implementing agency of the Global Environmental Facility*] [*administrator of the Global Partnership on Output-based Aid*] [*administrator of name of the trust fund*], and [*name of recipient*] (the “Recipient”), dated _____, providing the above Grant. For the purposes of Section 3.04 (b) of the Standard Conditions, as defined in the Agreement, any [¹one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign applications for withdrawal [and applications for a special commitment] under this Grant.

For the purpose of delivering Applications to the [World Bank] [Association], ²[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting ³[individually] ⁴[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the [World Bank] [Association].

¹ Instruction to the Recipient when sending this letter to the World Bank: Stipulate if more than one person needs to sign Applications, and how many or which positions, and if any thresholds apply. *Please delete this footnote in final letter that is sent to the World Bank/Association.*

² Instruction to the Recipient: Stipulate if more than one person needs to *jointly* sign Applications, if so, please indicate the actual number. *Please delete this footnote in final letter that is sent to the World Bank/Association.*

³ Instruction to the Recipient: Use this bracket if any one of the authorized persons may sign; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the World Bank/Association.*

⁴ Instruction to the Recipient: Use this bracket only if several individuals must jointly sign each Application; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the World Bank/Association.*

⁵[This confirms that the Recipient is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the [World Bank] [Association] by electronic means. In full recognition that the [World Bank] [Association] shall rely upon such representations and warranties, including without limitation, the representations and warranties contained in the *Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation* ("Terms and Conditions of Use of SIDC"), the Recipient represents and warrants to the [World Bank] [Association] that it will cause such persons to abide by those terms and conditions.]

This Authorization replaces and supersedes any Authorization currently in the [World Bank] [Association] records with respect to this Agreement.

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

[Name], [position] Specimen Signature: _____

Yours truly,

/ signed /

[Position]

⁵ Instruction to the Recipient: Add this paragraph if the Recipient wishes to authorize the listed persons to accept Secure Identification Credentials and to deliver Applications by electronic means; if this is not applicable, please delete the paragraph. *Please delete this footnote in final letter that is sent to the World Bank/Association.*

Attachment 2 – Interim unaudited Financial Statements

Attachment 2 – Interim unaudited Financial Statements

Name of Project Sources and Uses of Funds - Amounts in US\$ FOR THE PERIOD ENDING XXX							
	Current Period			Cumulative			Forecast Next 6 Months
	Actual	Budgeted	Variance	Actual	Budgeted	Variance	
RECEIPTS							
Government							
World Bank							
Advance							
Direct Payment							
Reimbursement							
Total Receipts (A)							
LESS EXPENDITURES							
Component 1							
Component 2							
Component 3							
Component 4							
Component 5							
Total Expenditures (B)							
RECEIPTS LESS EXPENDITURES							
Net Change in Cash (A - B)							
CASH BALANCES							
Opening Cash Balances							
Designated Account							
Project Account							
Total Opening Balance							
Closing Cash Balances							
Designated Account							
Project Account							
Total Closing Balance							

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Name of Project Resettlement Costs -- Amounts in US\$ FOR THE PERIOD ENDING XXX			
	Current Period	Cumulative	Total Allocation Approved
Component 4- Resettlement Costs			
Rental Allowance			6,000.00
Moving Allowance			25.00
Contingency Amount			1,775.00
Total Resettlement Costs			7,800.00
Total			

Name of Project						
Use of Funds by Disbursement Categories - Amounts in US\$						
FOR THE PERIOD ENDING XXX						
Categories	Current Period	Cumulative				
	Actual	Amount per IFR	Amount per Client Connection	Difference	Comments	Total Allocation per Legal Agreement
1. Category 1: Goods, works, non-consulting services, consulting services, Training, and Operating Costs and Resettlement Expenditures under Components 1, 2, 3, and 4 of the Project						
2. Category 2: Eligible Emergency Expenditures under Component 5 of the Project						
Total						

Name of Project	
Cash Forecast - Amounts in US\$	
FOR THE PERIOD ENDING XXX	
Eligible Expenditures to be financed by the World Bank for the Next 6 Months	US\$
Less Direct payments to be made by the World Bank	
Eligible Expenditures to be financed by the World Bank from the Designated Accounts	
Less:	
Current Balance in the Designated Account	
Current Balance in the project account	
Amount Requested to be Advanced to Designated Account	

DESIGNATED ACCOUNT RECONCILIATION STATEMENT		
LOAN/CREDIT/NUMBER _____		
ACCOUNT NUMBER _____ WITH (BANK) _____		
		US\$
1	TOTAL ADVANCED BY WORLD BANK (OR COFINANCIER)	
2	LESS: TOTAL AMOUNT DOCUMENTED BY WORLD BANK	
3	PRESENT OUTSTANDING AMOUNT ADVANCED TO THE DESIGNATED ACCOUNT (1 - 2)	
4	BALANCE OF DESIGNATED ACCOUNT PER ATTACHED BANK RECONCILIATION STATEMENT AS OF DATE _____	
5	PLUS: TOTAL AMOUNT CLAIMED IN THIS APPLICATION NO. _____	
6	PLUS: TOTAL AMOUNT WITHDRAWN AND NOT YET CLAIMED	
	REASON: _____	
7	PLUS: AMOUNTS CLAIMED IN PREVIOUS APPLICATIONS NOT YET CREDITED AT DATE OF BANK STATEMENTS	
	<u>APPLICATION NO.</u>	-
	WA # XXX	
	WA # XX	
	SUBTOTAL OF PREVIOUS APPLICATIONS NOT YET CREDITED	
8	LESS: INTEREST EARNED	
9	TOTAL ADVANCE ACCOUNTED FOR (NO. 4 THROUGH NO. 9)	
10	DIFFERENCE (3 - 9)	

11 EXPLANATION OF ANY DIFFERENCE SHOWN IN LINE 10

DATE: _____

SIGNATURE: _____

TITLE: _____

Name of Project							
Use of Funds by Project Components - Amounts in US\$--FOR THE PERIOD ENDING XXX							
	Current Period			Cumulative			Forecast
	Actual	Budgeted	Variance	Actual	Budgeted	Variance	
Component 1- Rebuilding Inclusive Schools							
SLM Civil works							
CLB Civil works							
Supervision costs SML							
Supervision costs CLB							
Furniture SML (primarily ICT equipment)							
Furniture CLB including ICT equipment							
Sector Capacity Building, Training and Institutional Strengthening							
Architectural designs review and bidding docs (SML)							
Architectural designs and bidding docs (CLB)							
COVID-19 Impact on Construction							
Total Component 1							
Component 2- Restoring Library Services							
Library: Civil Works							
Supervision costs PJJ							
Furniture PJJ and ICT Equipment (excl. books)							
Architectural designs and bidding documents							
Total Component 2							
Component 3- Strengthening the Ministry's Management Information System							
MMIS Design							
MMIS Implementation							
Total Component 3							
Component 4- Project Management							
Technical Assistance							
Resettlement Costs							
M&E							
Training and Workshops							
Total Component 4							
Component 5- CERC							
Total							

