



04-Jul-2020
Date: _____

Honorable Uzziel Ndagijimana
Minister of Finance and Economic Planning
Ministry of Finance and Economic Planning
Kigali
Rwanda

**Re: Credit No. IDA 6753 and Grant No. IDA D700
(Additional Financing for the Priority Skills for Growth Program)
Additional Instructions: Disbursement Letter**

Honorable Uzziel:

I refer to the Financing Agreement between the Republic of Rwanda (the “Recipient”) and the International Development Association (the “Association”) for the above-referenced Project. The General Conditions, as defined in the Financing Agreement, provide that the Recipient may from time to time request withdrawals of Credit and Grant amounts from the Credit and Grant Accounts in accordance with the Disbursement and Financial Information Letter, and such additional instructions as the Association may specify from time to time by notice to the Recipient. The General Conditions also provide that the Disbursement and Financial Information Letter may set out Project specific financial reporting requirements. This letter constitutes such Disbursement and Financial Information Letter (“DFIL”) and may be revised from time to time.

I. Disbursement Arrangements, Withdrawal and Reporting of Credit and Grant Proceeds

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 Letter. The manner in which the provisions in the Disbursement Guidelines apply to the Credit and Grant are 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.

(A) Disbursement Arrangements, Withdrawal and Reporting of Loan Proceeds.

(i) Schedule 1. The table in Schedule 1 sets out the disbursement methods which may be used by the Recipient, conditions, information on registration of authorized signatures, processing of withdrawal applications, and instructions on documentation and reporting of advances.

(ii) Withdrawal Applications. Applications for withdrawal from the Credit and Grant Accounts (“Withdrawal Applications”) of amounts of the Credit and Grant allocated to individual Disbursement Linked Results (“DLR”) may, pursuant to the provisions of Section IV of Schedule 2 of the Credit and Grant Agreement, be sent to the Association at any time after the Association has notified the Recipient in writing that it has accepted evidence of achievement of the specific DLR.

(iii) Withdrawal Amount. The Withdrawal Application may be for an amount not to exceed the amount of the Credit and Grant confirmed by the Association for the specific DLR in respect of which the withdrawal is requested, as specified in the Association’s notice to the Recipient.

(iv) Advances and Recovery of Advances. The Recipient may, in accordance with provisions of the Financing Agreement, request advances of amounts of the Credit and Grant allocated to DLIs that have not yet been achieved using the Form attached (Attachment 2).

The Association records an amount of the advance as disbursed for an achieved DLR (“recovered”) after it has notified the Recipient of its acceptance of the evidence of achievement of the DLR for which the advance was provided. The amount so reclassified becomes available for further advances in accordance with the preceding paragraph.

(B) Electronic Delivery.

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 Borrower 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. 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 Credit and 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,

Yasser El-Gammal

Yasser El-Gammal
Country Manager for Rwanda
Africa Region

Attachments

1. Sample Form for Advances.

Cc with copies: The Chief Executive Officer, Rwanda Development Board (RDB)
KN 5 Road, KG 9 Ave
P.O. Box 6239 Kigali-Rwanda

The Vice Chancellor, University of Rwanda
KK737 Street
Kigali, Rwanda

The Director General, Workforce Development Authority
KCT KN 2 Street
Kigali, Rwanda

The Vice Chancellor, Rwanda Polytechnic
KK 15 Road, Kigali
P.O. Box 164 Kigali-Rwanda

The Chief Executive Officer, Development Bank of Rwanda
KN 3 (former Boulevard de la Revolution)
P.O Box 1341 Kigali, Rwanda

The Executive Director, Higher Education Board (c/o Ministry of Education)
KG7 Avenue
Kigali, Rwanda

1. Schedule 1 : Disbursement Provisions

Basic Information					
Credit- 6753 /Grant- D700 Number		Country	Republic of Rwanda	Closing Date	Section IV.B.4 of Schedule 2 to the Financing Agreement.
		Recipient	Republic of Rwanda		
			Name of the Program	Additional Financing for the Priority Skills for Growth Program	Disbursement Deadline Date
Disbursement Methods and Supporting Documentation					
Disbursement Methods	Methods	Supporting Documentation			
Reimbursement (DLI payment for achieved results)	Yes	Confirmation issued by the World Bank			
Advance	Yes	Request in the format provided in Attachment 2 of the DFIL			
Advances					
Financial Institution - Name	All withdrawals from the Financing Account shall be deposited by the Association into an account specified by the Recipient at the National bank of Rwanda.		Ceiling	25% of the Credit and Grant amount	
			Currency	EURO	
Authorized Signatures <i>The form for Authorized Signatories Letter is provided in Attachment 1 of this letter</i>					
Withdrawal and Documentation Applications					
<p>(i) Authorized Signatures and (ii) Applications An authorized signatory letter in the Form attached (Attachment 2) should be furnished to the Association at the address indicated below providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications.</p> <p>All Withdrawal Applications and its supporting documentation will be electronically sent via the Association's system Client Connection. In instances where paper copies will have to be submitted, please provide completed and signed applications for withdrawal, together with supporting documents to the address indicated below:</p> <p style="text-align: center;">The World Bank, Loan Department, Delta Center, 13th Floor, Upper Hill, Menengai Road, P.O. Box 30577 - 00100 Nairobi, Kenya. Tel: 254 20 2936 000</p>					
Additional [Information][Instructions]					
<p>The DLI achievement verification process has been reinforced. The Office of Auditor General (OAG) serves as the verification entity for the PforR Program and will perform an independent review to confirm achievement of the results. The World Bank multi-disciplinary team will conduct the final review to confirm the achievement of the results which will allow the release of funds.</p>					
Other					
<p>Disbursement Deadline Date. The period of disbursement of the Financing ends six months. after the Closing Date ("Disbursement Deadline Date"). This is the final date established by the Association for receipt by the Association of Withdrawal Applications. Normally, to support orderly closure of the Financing Account, the Association does</p>					

not accept Withdrawal Applications received after the Disbursement Deadline Date. The Recipient should promptly inform the Association of any expected implementation delays or exceptional administrative issues before these dates. The Association will notify the Recipient of any exception that the Association may make to the Disbursement Deadline Date

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: Credit No. IDA 6753 and Grant No. IDA D700 (Additional Financing for the Priority Skills for Growth Program)

I refer to the Credit and Grant Agreement (“Agreement”) between the [International Bank for Reconstruction and Development/International Development Association] (“World Bank”), 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 Credit and 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 Credit and Grant.

For the purpose of delivering Applications to the World Bank, 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.

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.*

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.*

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.*

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.*

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 by electronic means. In full recognition that the World Bank 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 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 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.*

Sample Form for Advances

[Ministry/Implementing Agency Letterhead]

[Date]

Loan Department – [name of Regional Center]
The World Bank
[address of regional center]
Attention: [name of regional center team lead]

**Subject: Re: IDA [Credit and Grant][Credit and Grant] ____ - ____ [name of
Program/Operation] -Request for Advance**

Dear Sir/Madam,

We refer to the [Credit and Grant][Financing] Agreement between the Association (the “Association”) and [*insert the name of the Recipient*] (the “Recipient”) dated [*insert date*] providing for the above [Credit and Grant][Credit and Grant].

In accordance with the provisions of the Disbursement Letter and Schedule ____, Section _____ of the [Credit and Grant][Financing] Agreement, to support the implementation of the above Program and to facilitate the achievement of the planned results, we request an Advance in the amount of [*insert amount*]¹.

[We request that the Advance be disbursed in [*currency requested for disbursement*] equivalent to the Total Advance Requested above.]² We acknowledge that the amount disbursed will be charged to the [Credit and Grant][Credit and Grant] Account in the currency of the Financing at the rate of exchange in effect at the time of disbursement.

Sincerely,

[*insert Name, and Position*]³

¹ The Proposed Advance should be in the currency of the DLI/DLR as set out in the disbursement table in the [Credit and Grant][Financing] Agreement, and in accordance with provisions in the Disbursement and Financial Information Letter. Normally, this is the currency of commitment of the [Credit and Grant][Credit and Grant].

² Use this text to designate the currency of the Advance if it should be different from the currency set out in the disbursement table in the [Credit and Grant][Financing] Agreement.

³ To be signed by a representative of the implementing/coordinating agency of the Recipient, OR by the person(s) authorized on behalf of the Recipient to sign applications for withdrawal under the [Credit and Grant][Credit and Grant] as set out in the applicable Authorized Signatory Letter.