S.E.M. Ronald Grey Décembre  
Ministre de l’Economie et des Finances  
Ministère de l’Economie et des Finances  
5, Avenue Charles Sumner  
Port-au-Prince, HAITI  
République d’Haïti

Re: IDA Grant D472-HT (Strengthening Disaster Risk Management and Climate Resilience Project)  
Additional Instructions: Disbursement and Financial Information Letter.

Excellency:

I refer to the Financing Agreement between Republic of Haiti (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 Grant amounts from the Grant Account 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 of Grant Funds, and Reporting of Uses of Grant Funds.


(i) Disbursement Arrangements

General Provisions (Schedule I). The table in Schedule I sets out the disbursement methods which may be used by the Recipient, information on registration of authorized signatures, processing of withdrawal applications (including minimum value of applications and processing of advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.

(ii) Electronic Delivery. Section 11.01 (c) of the General Conditions.

The Recipient shall deliver Withdrawal Applications (with supporting documents) electronically through the Association’s web-based portal (https://clientconnection.worldbank.org) “Client Connection”. 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 shall deliver Withdrawal 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 Withdrawal Applications and supporting documents to the Association 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 Association. By designating officials to use SIDC, 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 Withdrawal Applications and Supporting Documentation, available in the Association'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.

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

(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 Association not later than six (6) months after the end of such period.

III. Other Information.

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Association’s website (http://www.worldbank.org/) and “Client Connection”. The Association recommends that you register as a user of “Client Connection”. From this website you will be able to prepare and deliver Withdrawal 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, please contact the Association by email at askloans@worldbank.org.

Yours sincerely,

ANABELA ABREU
Country Director
Latin America And Caribbean Region
**Attachments**

1. Form of Authorized Signatory Letter
2. Statement of Expenditure (SOE)
3. Designated Account Reconciliation Statement

With copies:

[Ministry of Finance]
[street address]
[city], [country]
[email address]

[Project Implementing Entity 1]
[street address]
[city], [country]
[email address]
# Schedule 1: Disbursement Provisions

<table>
<thead>
<tr>
<th>Grant Number</th>
<th>Country</th>
<th>Recipient</th>
<th>Closing Date</th>
<th>Disbursement Methods</th>
<th>Methods</th>
<th>Supporting Documentation</th>
</tr>
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<tbody>
<tr>
<td>D472-HT</td>
<td>Republic of Haiti</td>
<td>Ministère de l’Economie et des Finances</td>
<td>Section III.B.2 of Schedule 2 to the Financing Agreement.</td>
<td>Direct Payment</td>
<td>Yes</td>
<td>Copy of records</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Strengthening Disaster Risk Management and Climate Resilience Project</td>
<td>Disbursement Deadline Date</td>
<td>Reimbursement</td>
<td>Yes</td>
<td>Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL</td>
</tr>
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<td>Designated Accounts</td>
<td>Yes</td>
<td>• Statement of Expenditure (SOE) in the format provided in Attachment 2 of the DFIL</td>
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<td>• Designated Account Reconciliation Statement in the format provided in Attachment 3 of the DFIL</td>
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<td>Special Commitments</td>
<td>Yes</td>
<td>Copy of Letter of Credit</td>
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<tr>
<th>Type</th>
<th>Segregated</th>
<th>Ceiling</th>
<th>Fixed</th>
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</thead>
<tbody>
<tr>
<td>Financial Institution – Name</td>
<td>Banque Centrale d’Haiti</td>
<td>Currency</td>
<td>USD</td>
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<tr>
<td>Frequency of Reporting Subsection 6.3 (**)</td>
<td>Monthly</td>
<td>Amount</td>
<td>1,000,000</td>
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</table>

The minimum value of applications for Reimbursement, Direct Payment and Special Commitment issuance is equivalent to 20 percent of the outstanding Designated Account advance Payments against MDOD contracts are not subject to the above Minimum Value of Application irrespective of the payment amount.

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 Withdrawal Applications:

The World Bank
1818 H Street, N.W.
Washington, D.C. 20433
United States of America
Attention: Anabela Abreu, Country Director for Haiti

(ii) Applications (subsections 3.2 - 3.3). All Withdrawal Applications and their supporting documentation shall be electronically submitted via the Association’s web-based Portal “Client Connection”

**Sections and subsections relate to the “Disbursement Guidelines for Investment Project Financing”, dated February 2017.**
Attachment 1 – Form of Authorized Signatory Letter

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

International Development Association
1818 H Street, N.W.
Washington, D.C. 20433
United States of America

[DATE]

Re: [Grant][Credit]1 No. _____-____ ([Name of the project])
Attention: ________________, Country Director

I refer to the [Grant] [Credit] Agreement (“Agreement”) between the International Development Association (the “Association”), acting as implementing of the [2] and [name of recipient] (the “Recipient”), dated ______, providing the above [Grant] [Credit]. For the purposes of Section 2.03 of the General Conditions as defined in the Agreement, any [one] 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] [Credit].

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

1 Instruction to the Recipient: use “Credit” or “Grant” as applicable. Please delete this footnote in final letter that is sent to the Associations.

2 Instruction to the Recipient: add text in line with the Grant Agreement if applicable; if not applicable delete it. Please delete this footnote in final letter that is sent to the Associations

3 Instruction to the Recipient: 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 Association.

4 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 Association.

5 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 bracket in final letter that is sent to the Association.

6 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 bracket in final letter that is sent to the Association.
This Authorization replaces and supersedes any Authorization currently in the Association records with respect to this Agreement.

[Name], [position]   Specimen Signature: _______________________

[Name], [position]   Specimen Signature: _______________________

[Name], [position]   Specimen Signature: _______________________

Yours truly,

/ signed /
## Statement of Expenditures (SOE)

Payments made during the period from __________ to __________

For expenditures against the contracts not subject to the Bank Prior Review

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Category No. (**)</th>
<th>Currency and Total Amount of Contract</th>
<th>Currency and Total Amount of Invoice Covered by Application (Net of Retention)</th>
<th>Eligible % from Schedule I of Loan/Credit Agreement</th>
<th>Amount Eligible for Financing (4 x 5)</th>
<th>Currency and Amount Paid from Special Account (if Applicable)</th>
<th>Exchange Rate (Col. 7 divided by Col. 6)</th>
<th>Remarks</th>
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**TOTALS**

Supporting documents for this SOE retained at ____________________________

( insert location)

(*) A separate SOE form should be used for retroactive financing

(**) Items should be grouped by category; or alternatively, a separate SOE form may be used for each category
DESIGNATED ACCOUNT RECONCILIATION STATEMENT

LOAN/CREDIT/PPF/COFINANCER NUMBER _____________
ACCOUNT NUMBER _______________ WITH (BANK) _________________________

1. TOTAL ADVANCED BY WORLD BANK (OR COFINANCER) $ ________________
2. LESS: TOTAL AMOUNT RECOVERED BY WORLD BANK - $ ________________
3. EQUALS PRESENT OUTSTANDING AMOUNT ADVANCED TO THE SPECIAL ACCOUNT (NUMBER 1 LESS NUMBER 2) = $ ________________

4. BALANCE OF SPECIAL ACCOUNT PER ATTACHED BANK 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

APPLICATION NO. AMOUNT *
_________________________________________ __________________________
_________________________________________ __________________________

SUBTOTAL OF PREVIOUS APPLICATIONS NOT YET CREDITED + $ ________________
8. MINUS: INTEREST EARNED - $ ________________ *
9. TOTAL ADVANCE ACCOUNTED FOR (NO. 4 THROUGH NO. 9) = $ ________________

10. EXPLANATION OF ANY DIFFERENCE BETWEEN THE TOTALS APPEARING ON LINES 3 AND 9:

_____________________________________________________________________________

11. DATE: _______________________ SIGNATURE: _______________________

TITLE: _______________________