The Honorable Maria Kiwanuka  
Minister of Finance, Planning and Economic Development  
Ministry of Finance, Planning and Economic Development  
P. O. Box 8147  
Plot 2-12 Apollo Kagawa Road  
Kampala, Republic of Uganda

Re: GPEF Grant TF017702 (Uganda Teacher and School Effectiveness Project)  
Additional Instructions: Disbursement

Honorable Minister:

I refer to the Grant Agreement ("Agreement") between the International Development Association (the "Association"), acting as administrator of the Global Partnership Fund ("GPEF") and Republic of Uganda (the "Recipient") for the above-referenced project. The Agreement provides that the Association may issue additional instructions regarding the withdrawal of the proceeds from the GPEF Grant TF017702 ("Grant"). This letter ("Disbursement Letter"), as revised from time to time, constitutes the additional instructions.

The attached World Bank Disbursement Guidelines for Projects, dated May 1, 2006, ("Disbursement Guidelines") (Attachment 1), are an integral part of the Disbursement 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

(i) Disbursement Methods (section 2). The following Disbursement Methods may be used under the Grant:

- Reimbursement
- Advance
- Direct Payment
- Special Commitment
(ii) Disbursement Deadline Date (subsection 3.7). The Disbursement Deadline Date is four months after the Closing Date specified in the Grant Agreement. Any changes to this date will be notified by the Association.

II. Withdrawal of Grant Proceeds

(i) Authorized Signatories for Withdrawal 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 Withdrawal Applications:

The World Bank Office
Rwenzori House
Kampala, Uganda

Attention: Country Manager

(ii) Withdrawal Applications. Please provide completed and signed Withdrawal Applications, to the address indicated below:

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

Attention: Loan Department

(iii) Electronic Delivery. The Association may permit the Recipient to electronically deliver to the Association Withdrawal Applications through the Association’s Client Connection, web-based portal. The option to deliver Withdrawal Applications to the Association by electronic means may be effected if: (a) the Recipient has designated in writing, pursuant to the terms of subparagraph (i) of this Section, its officials who are authorized to sign and deliver Withdrawal Applications and to receive secure identification devices (“Tokens”) from the Association for the purpose of delivering such Withdrawal Applications by electronic means; and (b) all such officials designated by the Recipient have registered as users of Client Connection. If the Association agrees, the Association will provide the Recipient with Tokens for the designated officials. Following which, the designated officials may deliver Withdrawal Applications electronically by completing Form 2380, which is accessible through Client Connection (https://clientconnection.worldbank.org). The Recipient may continue to exercise the option of preparing and delivering Withdrawal Applications in paper form. The Association reserves the right and may, in its sole discretion, temporarily or permanently disallow the electronic delivery of Withdrawal Applications by the Recipient.
(iv) Terms and Conditions of Use of Tokens to Process Withdrawal Applications. By designating officials to accept Tokens and by choosing to deliver the Withdrawal 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 Devices in connection with Use of Electronic Means to Process Applications and Supporting Documentation ("Terms and Conditions of Use of Tokens") provided in Attachment 3; and (b) to deliver the Terms and Conditions of Use of Tokens to each such official and to cause such official to abide by those terms and conditions.

(v) Advances (sections 5 and 6). The Recipient may request advances of amounts of the Grant allocated to Category 2 and may be deposited into a designated account as follows:

- **Type of Designated Account (subsection 5.3):** Segregated to be managed by the Ministry of Education and Sports ("MoES") for funding of Category I (Parts 1 and 2) as indicated under Section IV A. 2 of the Agreement.

- **Currency of Designated Account (subsection 5.4):** USD

- **Financial Institution at which the Designated Accounts Will Be Opened (subsection 5.5):** Bank of Uganda

- **Ceiling (subsection 6.1):** The aggregate amount of advances made in respect of amounts allocated to DLRs may not exceed the equivalent of 15% of such related DLR. The amount of the advance(s) and the specific DLR(s) to which it relates must be clearly indicated in the Withdrawal Application.

### III. Reporting on the use of Grant Proceeds

(i) **Supporting Documentation (section 4).** Supporting documentation should be provided with each application for withdrawal as set out below:

- **For requests for Reimbursement:**
  - Interim Financial Report in the form attached (Attachment 4); and
  - List of payments against contracts that are subject to the World Bank’s prior review, in the form attached (Attachment 5)

- **For requests for Direct Payment and Special Commitments:** records evidencing eligible expenditures, e.g., copies of receipts, supplier invoices and documentary evidence of delivery and acceptance of contracted goods or service

(ii) **Frequency of Reporting Eligible Expenditures Paid (subsection 6.3):** Frequency of submission of the quarterly Interim Unaudited Financial Report specified in Section II.B.2 of Schedule 2 to the Grant Agreement.
IV. Withdrawal Conditions; Withdrawal Period

Please refer to the Grant Agreement for the Withdrawal Conditions and DLI’s, respectively, under Section IV, Part B of Schedule 2 and Schedule 3, respectively.

V. Other Disbursement Instructions

The Designated Account will be reduced to a zero balance against funds paid towards DLRs from the depository bank account, each time the DLRs are successfully completed and cleared by the TTL. There may be replenishment of the Designated Account if needed after the initial advance, until the total value of the DLRs are completed for each of the following cycles during implementation.

All withdrawals in form of reimbursements under category 2 from the Financing shall be deposited by the Association into an account designated by the Recipient and acceptable to the Association.

Disbursements under category 1 will be made upon achievement of the DLIs specified in Schedule 3 of the Financing Agreement.

VI. Other Important Information

For additional information on disbursement arrangements and electronic delivery of Withdrawal Applications, please visit our secure website “Client Connection” at https://clientconnection.worldbank.org.

If you have not already done so, the Association recommends that you register as a user of the Client Connection website (https://clientconnection.worldbank.org). 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 other information. All Recipient officials authorized to sign and deliver Withdrawal Applications by electronic means are required to register with Client Connection before electronic delivery can be effected. For more information about the website and registration arrangements, please contact the Association by email at <clientconnection@worldbank.org>.

If you have any queries in relation to the above, please contact Christiaan Nieuwoudt, Finance Officer at Loa-afr@worldbank.org or a member of the Loan Department team responsible for the Malawi portfolio using the above reference.

Yours sincerely,

Ahmadou Moustapha Ndiaye
Country Manager for Uganda
Africa Region
Attachments
2. Form for Authorized Signatures
5. Form of Payments Against Contracts Subject to the World Bank’s Prior Review
6. Form of DLI verification report

Cc with copies: Ministry of Finance, Planning and Economic Development
P.O. Box 8147
Plot 2-12 Apollo Kaggwa Road
Kampala,
Republic of Uganda

Ministry of Education and Sports
P. O. BOX 7063
Kampala,
Republic of Uganda
Form of Authorized Signatory Letter

[Letterhead]

Ministry of Finance

[Street address]

[DATE]

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

Attention: [Country Director]

Re: IDA Grant TF017702 (Uganda Teacher and School Effectiveness Project)

I refer to the Grant Agreement between the International Development Association (the "Association") and the Republic of Uganda (the "Recipient"), dated ________________, providing the above Grant. 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 under this Grant.

For the purpose of delivering Applications to the Association, [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.

This confirms that the Recipient is authorizing such persons to accept Tokens and to deliver the Applications and supporting documents to the Association by electronic means. In full recognition that the 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 Devices in connection with Use of Electronic Means to Process

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1 Instruction to the Borrower: 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 Bank.

2 Instruction to the Borrower: 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 Bank.

3 Instruction to the Borrower: 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 Bank.

4 Instruction to the Borrower: 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 Bank.

5 Instruction to the Borrower: Add this paragraph if the Borrower wishes to authorize the listed persons to accept Tokens 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 Bank.
Applications and Supporting Documentation ("Terms and Conditions of Use of Tokens"), the Recipient represents and warrants to the Association that it will deliver to each such person a copy of the Terms and Conditions of Use of Tokens and will cause such persons to abide by those terms and conditions.

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 /

[Position]
Terms and Conditions of Use of Secure Identification Devices
in connection with Use of Electronic Means
to Process Applications
and Supporting Documentation

January 20, 2010

The World Bank (Bank)\(^1\) will provide secure identification devices (Tokens) to permit the Borrower\(^2\) to deliver applications for withdrawal and applications for special commitments under the Agreement(s) and supporting documentation (such applications and supporting documentation together referred to in these Terms and Conditions of Use as Applications) to the Bank electronically, on the terms and conditions of use specified herein.

A. **Identification of Users**

1. The Borrower will be required to identify in a completed Authorized Signatory Letter (ASL) duly delivered to and received by the Bank each person who will be authorized to deliver Applications. The Bank will provide Tokens to each person identified in the ASL (Signatory), as provided below. The Borrower shall also immediately notify the Bank if a Signatory is no longer authorized by the Borrower to act as a Signatory.

2. Each Signatory must register as a user on the Bank’s Client Connection (CC) website (https://clientconnection.worldbank.org) prior to delivery of Tokens. Registration on CC will require that the Signatory establish a CC password (CC Password). The Signatory shall not reveal his/her CC Password to anyone or store or record the CC Password in written or other form. Upon registration as a CC user, the Signatory will be assigned a unique identifying account name.

B. **Distribution, Initialization and Return of Tokens**

1. The Bank will physically deliver a Token to each Signatory in a manner to be determined by and satisfactory to the Bank.

2. At the time of delivery of a Token to a Signatory, the Signatory will receive a copy of these Terms and Conditions of Use for purposes of initializing the Token.

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\(^1\) “Bank” includes IBRD and IDA.

\(^2\) “Borrower” includes the borrower of an IBRD loan, IDA Grant, or Project Preparation Facility advance and the recipient of a grant.
3. The Bank will verify that the Token, Temporary Password and Terms and Conditions of Use have been duly delivered to and received by the CC User.

4. Promptly upon receipt of the Token and Terms and Conditions of Use, the Signatory will access CC using his/her account name and CC Password and register his/her Token and set a personal identification number (PIN) to be used in connection with the use of his/her Token, after which the Token will be initialized for use by the Signatory exclusively for purposes of delivering Applications. Upon initialization of the Token, the Signatory will be a “Token User”. The Bank will maintain in its database a user account (Account) for each Token User for purposes of managing the Token of the Token User. Neither the Borrower nor the Token User will have any access to the Account.

5. Prior to first use of the Token by the Token User for delivering Applications, the Borrower shall ensure that the Token User has received training materials provided by the Bank in use of the Token.

6. Tokens shall be promptly returned to the Bank upon request of the Bank.

C. Management of Tokens

1. Tokens will remain the property of the Bank.

2. Use of the Token is strictly limited to use in the delivery of Applications by the Token User in the manner prescribed by the Bank in the Agreement(s) and these Terms and Conditions. Any other use of the Token is prohibited.

3. The Bank assumes no responsibility or liability whatsoever for any misuse of the Token by the Token User, other representatives of the Borrower, or third parties.

4. The Borrower undertakes to ensure, and represents and warrants to the Bank (such representation and warranty being expressly relied upon by the Bank in delivery of a Token to each Token User) that each Token User is provided, understands and will abide by, these Terms and Conditions of Use, including without limitation the following:

5. Security

5.1 The Token User shall not reveal his/her PIN to anyone or store or record the PIN in written or other form.

5.2 The Token User shall not allow anyone else to utilize a Token to deliver an Application to the Bank.

5.3 The Token User shall always logout from CC when not using the system. Failure to logout properly can create a route into the system that is unprotected.
5.4 If the Token User believes a third party has learned his/her PIN or has lost his/her Token he/she shall immediately notify clientconnection@worldbank.org.

5.5 The Borrower shall immediately notify the Bank at clientconnection@worldbank.org of any lost, stolen or compromised Tokens, and take other reasonable steps to ensure such Tokens are disabled immediately.

6. Care of Tokens

6.1 Tokens contain delicate and sophisticated instrumentation and therefore should be handled with due care, and should not be immersed in liquids, exposed to extreme temperatures, crushed or bent. Also, Tokens should be kept more than five (5) cm from devices that generate electromagnetic radiation (EMR), such as mobile phones, phone-enabled PDAs, smart phones and other similar devices. Tokens should be carried and stored separate from any EMR device. At close range (less than 5 cm), these devices can output high levels of EMR that can interfere with the proper operation of electronic equipment, including the Token.

6.2 Without derogating from these Terms and Conditions of Use, other technical instructions on the proper use and care Tokens are available at http://www.rsa.com.

7. Replacement

7.1 Lost, damaged, compromised (in terms of 4.5, above) or destroyed Tokens will be replaced at the expense of the Borrower.

7.2 The Bank reserves the right, in its sole discretion, not to replace any Token in the case of misuse, or not to reactivate a Token User’s Account

8. Reservation of Right to disable Token

8.1 The Borrower shall reserve the right to revoke the authorization of a Token User to use a Token for any reason.

8.2 The Bank reserves the right, in its sole discretion, to temporarily or permanently disable a Token, de-activate a Token User’s Account or both.
<table>
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<th>Contract Number</th>
<th>Supplier</th>
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<th>Contract Amount</th>
<th>Date of WB's Non Objection to Contract</th>
<th>Amount Paid to Supplier during Period</th>
<th>WB's Share of Amt Paid to Supplier during Period</th>
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For the quarter ending...

Sources and Uses of Funds
GPFE - Teacher and School Effectiveness Project
Ministry of Education and Sports
|---------|-----------|---------------|---------|---------------|---------|----------------|---------|-------------|------------------|

Component 1: Sub Total

Component 2: Sub Total

Component 3: Sub Total

Grand Total Uses of Funds by Component

For the quarter ending... Uses of Funds by Component

GFPE - Teacher and School Effectiveness Project

Ministry of Education and Sports
Designated Account (DA) Activity Statement

Ministry of Education and Sports
GPE- Teacher and School Effectiveness Project
Designated Account (DA) Activity Statement
for the quarter ending.............

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>GPE- Teacher and School Effectiveness Project</th>
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<tr>
<td>IDA Credit No.:</td>
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<tr>
<td>Deposit Bank:</td>
<td>Bank Of Uganda A/C No. ..........................</td>
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<tr>
<td>Currency of DA</td>
<td>USD</td>
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</tbody>
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**PART I**

1. Cumulative advances to end of current reporting period
2. Cumulative expenditures to end of last reporting period
3. Outstanding Advance to be accounted (line 1 minus line 2)

**PART II**

4. Opening DA balance at beginning of reporting period (as of ...)
5. Add/subtract: Cumulative adjustments (if any)
6. Advances from World Bank during reporting period
7. Add lines 5 and 6
8. Outstanding advances to be accounted for (add line 4 and line 7)
9. Closing DA balance at end of current reporting period (as of ...)
10. Add/subtract: Cumulative adjustments (if any)
11. Expenditures for current reporting period
12. Add line 10 and 11
13. Add line 9 and 12
14. Difference (if any) (line 8 minus line 13)

**PART III**

15. Total forecasted amount to be paid by World Bank
16. Less: Closing DA balance after adjustments
17. Direct payments/SC payments
18. Add lines 16 and 17
19. Cash requirement from World Bank for next two reporting period (lines 15 minus line 18)