

Telephone: 256 414707000/232095
Fax : 256 41 4233524
Email : finance@finance.go.ug
treasury@finance.go.ug
Website : www.finance.go.ug
Plot No. 2-8 Apollo Kaggwa Road
In any correspondence on
This subject please quote No.



Ministry of Finance, Planning &
Economic Development,
P.O. Box 8147
Kampala, Uganda

BPD 140/172/01

26th October, 2023

**All UgIFT Implementing Institutions
(See Distribution List)**

**SUBMISSION OF ANNUAL PERFORMANCE REPORT FOR FY
2022/2023 AND QUARTER ONE PERFORMANCE REPORT FOR
FY2023/24 UNDER THE INTER-GOVERNMENTAL FISCAL
TRANSFERS (UGIFT) PROGRAM**

As you are aware, your Ministry, Department or Agency plays a key role in the Implementation of the UGIFT Program. Under the Program Operations Manual (POM), you are required to report quarterly and annually on the progress of implementation of key deliverables under your mandate.

This Ministry shall compile a consolidated annual report for FY 2022/2023 and quarter one report for FY 2023/2024 to be presented to the forthcoming World Bank Implementation Mission in November, 2023.

The purpose of this letter therefore, is to request you to prepare the above mentioned reports using the attached reporting template and submit to this Ministry not later than **Friday 3rd November, 2023**.

Ramathan Ggoobi

PERMANENT SECRETARY/SECRETARY TO THE TREASURY

Copy: The Hon. First Lady and Minister of Education and Sports
The Hon. Minister of Health
The Hon. Minister of Water and Environment
The Hon. Minister of Agriculture, Animal Industry, and Fisheries
The Hon. Minister of Local Government

Mission

"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"

Distribution List

1. Permanent Secretary, Office of the Prime Minister
2. Permanent Secretary, Ministry of Education and Sports
3. Permanent Secretary, Ministry of Health
4. Permanent Secretary, Ministry of Water and Environment
5. Permanent Secretary, Ministry of Agriculture, Animal Industry and Fisheries
6. Permanent Secretary, Ministry of Public Service
7. Permanent Secretary, Ministry of Local Government
8. Permanent Secretary, Ministry of Works and Transport
9. Permanent Secretary, Ministry of Gender Labour and Social Development
10. Permanent Secretary, Ministry of Lands, Housing and Urban Development
11. Auditor General, Office of the Auditor General
12. The Executive Director, National Environment Management Authority
13. The Executive Director, Public Procurement and Disposal of Public Assets Authority
14. The Secretary, Local Government Finance Commission
15. Coordinator, Reforms Coordination Unit

MDA Reporting Template for the Annual and Quarterly Reports

Section	Details (as Applicable to the Different MDAs)
Foreword	Signed by the Permanent Secretary / Technical Head of Department/Agency
Introduction	Background & Structure of the Report
<p>Chapter 1: Adequacy and Equity of Recurrent Financing of Local Service Delivery</p>	<p>Wage allocations, recruitment and releases (planned target Vs Actual targets based on the MTEF allocations):</p> <ul style="list-style-type: none"> • Education staff; • Health workers; • Water Officers; • Critical LG department and LLG staff- MoLG <p>Based on Evidence of recruitment from the IPPS- MoPS</p> <p>Non-wage recurrent allocations and releases</p> <ul style="list-style-type: none"> • Education NWR • Health NWR • Water and Environment NWR • MAIIF- Non-wage

Section	Details (as Applicable to the Different MDAs)
<p>Chapter 2: The Adequacy and Targeting of Development Financing</p>	<p>i. Development Allocations and Releases</p> <ul style="list-style-type: none"> • Education; • Health • Water • Agriculture (micro-scale) <p>ii. Physical Progress</p> <ul style="list-style-type: none"> • Construction of Seed Secondary Schools and other Investments in Education planned in the FY; • Construction of New HC IIIs, upgrade of Health IIs to IIIs; Progress in construction of other Investments in Education planned in the FY; • Construction of Rural Water Systems (progress in Extension of Water to Seed Secondary Schools and Health Centre); and extension of Piped Water Systems: • Progress in Small Scale Irrigations
<p>Chapter 3: Progress in the implementation of key actions from the Local Service Delivery Improvement Matrix that take place</p>	<p>Use Service Delivery Improvement Matrix in the POM</p> <p><i>Education Service Delivery Improvement Actions;</i></p> <ul style="list-style-type: none"> • <i>Health Service Delivery Improvement Actions;</i> • <i>Water and Environment Service Delivery Improvement Actions</i> • <i>Micro-scale Irrigation Service Delivery Improvement Actions; and</i> • <i>Crosscutting Service Delivery Improvement Actions.</i>

	Attach relevant evidence for submission to the IVA firm on each of the Actions.
Chapter 4: - Central Government core functions in oversight, guidance, Performance assessment	<p>With reference to the POM; Provide report against:</p> <ul style="list-style-type: none"> • Issuance of Essential guidance including dissemination • Performance assessment and improvement as well as Value for Money Audits and Infrastructure Audit; • Monitoring and technical support (joint monitoring and Spot Monitoring; • Progress report on ESSA; • Summary of Grievances under the Programme and how they were addressed. • Sector Performance Improvement Support- MAIIF, MoES, MoH, MoWE <p>Attach relevant evidence for submission to the IVA firm on each of the Actions</p>
Chapter 5: Performance Assessment and Improvement Support	Report on improvement in the performance of LGs overall and for the weak performing LGs – for the December Report only after the LG PA exercise is completed.
Chapter 6: Service delivery performance is strengthened.	<p>Progress regarding the design, implementation/assessment, improvement in performance noted, performance improvement support provided and follow-up actions for</p> <ul style="list-style-type: none"> • School Performance Assessment - MoES and • Results-Based Financing for Health Facilities- MoH • LLG performance assessment <p>Attach relevant reports published as evidence:</p>
Chapter 7	Sector Report against the Results Framework in the POM
Chapter 8	Progress on Actions agreed upon in the Last World Bank Mission
Conclusion	Over all Challenges, Recommendations and Way forward

