



# United States African Development Foundation

## *Investment Start-up*

March 14, 2007

# Investment Start-up Plans Purpose & Standards



- **Introduction**
  - nuts and bolts of start-up plans
- **Purpose**
  - Identify standards, requirements, roles & responsibilities for timely investment start-up
- **Customer service standards**
  - First disbursement 60 days after award signing

# Requirements



- Signed award agreement docs to ADF/W
- Conditions precedence (CP) satisfied
- Dedicated account opened, bank letter submitted
- Client trained in USADF financial system
- Performance indicators & targets agreed
- Quarterly work plan

## Roles and Responsibilities



- Shared responsibility of client, Partner, Rep & ADF/W
  - Award signing: Rep & ADF/W
  - Bank letter: Rep & ADF/W
  - CP action plan (if necessary): Partner
  - CP clearance: Rep & ADF/W
  - USADF financial training: Partner
  - Performance indicators & targets: Partner
  - Quarterly work plan: Partner

## Tips and Strategies



- Front load requirements during investment design work
    - ensure full understanding of USADF requirements
    - early financial assessment & mitigation plan
  - To avoid CPs
    - ensure complete due diligence package
    - investment design & budget to address all identified needs and deficiencies
  - Request dedicated bank account upon award signing
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# Tips & Strategies



- Submit signed awards and bank letters as soon as obtained
- Lift performance indicators/targets from Appendix A
- Lift work plans from implementation plan
- Joint Rep/Partner site visits
- Financial training – multiple new clients in single workshop, BDO/FO site visit timed with receipt of first disbursement