Guidance document: In-country Preparatory Process
SWA High-level Meeting of Finance Ministers – 17 April 2020

This guidance document explains the recommended in-country preparation for the Sanitation and Water for All (SWA) Finance Ministers’ Meeting (FMM) which will take place during the World Bank Spring Meetings in Washington DC on 17 April 2020. It has the objectives, outputs and suggested activities for the preparatory process and outlines how preparations for the FMM can be used to build political will and catalyse sector progress at country level. It includes the support to be expected from the SWA Secretariat and SWA partners. The document is for focal points and organizations contributing to the planning, review and implementation of national water, sanitation and hygiene programmes.

Background
Since its inception in 2009, the SWA partnership has convened regular High-level Meetings (HLMs) of ministers, and has fostered an on-going high-level political dialogue. The dialogue is intended to:

a) maintain momentum for progress towards the achievement of sanitation, water and hygiene targets,
b) build political will of decision-makers and promote their leadership of the sector,
c) provide a forum for exchange of ideas, innovations and experience, and for discussion of solutions and approaches to address bottlenecks and challenges in implementing the SWA Framework,
d) promote discussion on how to ensure multi-stakeholder engagement, mirroring SWA’s multi-stakeholder nature, at national and global levels and,
e) foster mutual accountability, making use of the Mutual Accountability Mechanism the partnership has established which promotes joint actions of all partners based on government-led priorities.

The dialogue SWA facilitates at global level among ministers is also designed to drive improvements in development cooperation and sector performance at country level. As part of this High-level Political Dialogue, SWA holds a Finance Ministers’ Meeting (FMM) every three years. In between the FMMs, SWA holds a Sector Ministers’ Meeting (SMM) which provides a platform for ministers responsible for water, sanitation and hygiene to take stock of progress, assess bottlenecks, identify corrective actions and hold themselves accountable to the targets under the SDGs. The last FMM was hosted and convened by the World Bank in Washington DC, in April 2017, while the most recent SMM took place in San José, Costa Rica in April 2019. Each High-level Meeting (HLM) of SWA is preceded by a robust, multi-stakeholder, government-led preparatory process at country level.

The 2017 SWA Finance Ministers’ Meeting was convened and hosted by the World Bank as a part of its official programme of the Spring Meetings. The meeting brought together 91 participants, including finance and sector ministers and high-level representatives of UN organizations, development banks, civil society, research and learning institutions, and the private sector. The ministers discussed a road map for closing the huge financing gap required to meet the SDG for universal access to water and sanitation in countries. At least 30 of the countries prepared cost-estimates with clear analysis of the funding gap for achieving their water, sanitation and hygiene targets. About 40 countries identified priorities for closing the funding gap through better-use of existing resources and attracting additional finance.

The FMMs focus on what finance ministers need to know about the sector, and the action they can take in order to prioritise investment for water, sanitation and hygiene. Through ministerial exchanges finance ministers discuss the costs of not investing in water, sanitation and hygiene, and the economic benefits of doing so, bottlenecks to progress and building their commitment to the sector as essential to human and economic development. FMMs are also an opportunity for stakeholders to consider finance-related commitments made by partners in the context of the Mutual Accountability Mechanism.
The 2020 Finance Ministers’ Meeting

The FMM will take place on 17 April 2020 during the World Bank Spring Meetings in Washington, DC. The objective of the FMM is to highlight practical actions that finance ministers can take to mobilize additional financing including through increased cost recovery (through tariffs and taxes), better planning, credit enhancements, and improved efficiency to deliver universal access to water supply and sanitation. This will be achieved by presenting evidence, practical experience and active dialogue between participants. A summarized version of the FMM concept attached as Annex 1.

Unlike previous meetings, the 2020 High-level Meeting will not include a standalone Sector Ministers’ Meeting in Washington, DC as sector ministers recently met in San José, Costa Rica. A few sector ministers will be invited to present relevant experiences on sector reforms and financing.

The 2020 FMM preparatory process

All HLMs aim to align with country level processes of dialogue, planning and review, using preparations for the meeting to reinforce and strengthen country dialogue and action. The process also supports partners to review and table commitments as part of the ongoing Mutual Accountability Mechanism through their own national planning and review cycles. The SWA Secretariat also facilitates a robust follow-up process involving multi-stakeholder dialogues on the outcomes of the meetings. The preparatory process will also be used to prepare for the participation of the finance ministers in the upcoming FMM.

The suggested country-level preparatory process is intended to draw upon the on-going multi-stakeholder sector dialogue. In countries where the sector dialogue can be strengthened, the preparatory process may act as a catalyst for more focused analysis, dialogue and action to strengthen sector effectiveness.

Objectives of the preparatory process

The objectives of the preparatory process for the 2020 FMM are:

- **Build political will and action of decision-makers** (i.e. finance and sector ministers) to agree policy approaches required to mobilise additional finance, improve cost-recovery and sector efficiency. This includes assessing sector needs and prioritising the sector through budgeting and medium-term expenditure frameworks as well as agreeing national roadmaps and milestones to ensure sustainable financing of the sector.

- **Strengthen multi-stakeholder dialogue, analysis, and engagement** around the status of investments in the sector, opportunities for additional resource mobilisation, cost-recovery and improved sector efficiency

- **Prepare finance ministers for engagement with their peers at the FMM and for dedicated action after** the meeting on their country’s priorities for financing water, sanitation and hygiene targets

- **Mobilise support from all stakeholders to align development cooperation** behind government-led sustainable sector finance strategies, and build mutual accountability by fostering a more predictable and transparent planning and review cycle for the sector targets

All SWA partners operating at country level are encouraged to actively engage in the preparations.

It is important to note that the preparatory process is critical to stimulate action among water, sanitation, and hygiene and finance institutions, especially because the actual FMM will not have sector ministers present.

Outcomes of the preparatory process

The preparatory process will rely on multi-stakeholder dialogue at country level to ensure that both finance and sector ministers are briefed and ready to take action on the financing requirements of the water, sanitation and hygiene targets of the SDGs. Sector ministers are also expected to be involved as champions for water, sanitation and hygiene and lead dialogues with finance ministers both prior to and after the FMM.
The preparatory process will reinforce other SWA activities and contribute to a range of outcomes that include:

- Finance ministers understand the contribution of the sector to economic and human development and appropriately prioritise it within the national planning and resource allocation processes and in dialogues with other sources of investments
- Finance ministers identify opportunities for increasing their support to the sector including through improved public resource allocation and leveraging of other development finance
- Sector stakeholders identify actions they will take to support the financing priorities of each government
- Over the longer term, ministers responsible for water, sanitation and hygiene take leadership on identifying and adopting approaches to mobilise additional finance, improve cost recovery, undertake reforms to make the sector fit-for-investments and act as champions for the sector within the country.

**Output of the preparatory process**

To maximize the value of the FMM in catalyzing and strengthening ongoing dialogue, and to ensure ministers are well prepared, the preparatory process should include the production of a Country Summary Document i.e. Country Overview. The overview will synthesize the country-specific context, existing service levels, investment needs, investment history, financing gaps including for operations and maintenance, future financing scenarios to achieve the goals and the policy priorities to achieve the financing goals of the country. The country overview will also be used as a briefing for the finance ministers who will attend the meeting in Washington DC, in April 2020. Sector ministers will also use the Country Overview in inter-ministerial discussions with their counterparts responsible for finance, economic development and planning. The Country Overview should be an output of the national multi-stakeholder dialogue and should draw from and contribute to broader sector reviews such as joint sector reviews. It should be based on each country’s needs, and is likely to include:

- Country’s context and the benefits and costs of not investing in water, sanitation and hygiene
- Summary of the country’s current SDG status and vision/targets for the SDGs (6.1 and 6.2)
- Projections of the progress the country will make at the current rate of sector performance
- Financing targets of the country to achieve the water, sanitation and hygiene targets and resource gaps
- Investment history and scenarios to closing the resource gap
- Sector financing options prioritised by the country to achieve the water, sanitation and hygiene targets

The secretariat will provide remote support towards the preparation of the country overviews.

**Overview of the preparatory process**

In SWA partner countries (as well as countries preparing for the April meetings which are not yet SWA partners) the government leads the preparatory process while development partners, civil society and other partners support the on-going dialogue and preparations for the HLM. Five key complementary approaches are recommended.

- **Technical dialogues** involving government and partner agencies to analyse the situation of the country with respect to the SDGs, review how prepared the sector is to achieve the SDGs, including to analyse the financial situation and recommend actions for government and partners. Depending on the context and existing processes, ministers may or may not be involved in parts of the multi-stakeholder dialogue.
- **Ministerial briefings** can be prepared to inform all ministers responsible for water, sanitation and hygiene as well as the finance minister. These briefings can be prepared at various points of the process and can be tailored to the needs of each minister.
- **Inter-ministerial dialogues** between sector and finance ministers to review the results of the analysis and agree actions to be taken by the government with the support of partners.
- **Advocacy and communication/media campaigns** undertaken by government and/or partners with the aim of improving accountability to rights holders and/or increased prioritization of WASH services.
- **Reviewing and tabling commitments**: as part of the mutual accountability mechanism, partners including governments are encouraged to take stock of the progress they are making towards the commitments they have already made. If no commitments have been made, stakeholders can use the outcomes of the preparatory process to share their own commitments. More information about the mutual accountability mechanism can be found [here](#) and partners can request for a specific briefing with the secretariat.
Support from the SWA Secretariat

The SWA Secretariat will facilitate the preparatory process and provide support to current and potential partners through webinars and a dedicated help-desk on sector financing. The support will include:

- coordination of demand-driven assistance on finance analysis and preparation of country overviews,
- global advocacy and communications,
- assistance with the review of commitments made under the Mutual Accountability Mechanism,
- preparation of case studies where needed, and
- use of the SWA Collaborative Behaviours Country Profiles.

Countries requiring this support should contact the Secretariat to arrange bilateral calls. The Secretariat will also mobilize global partners to support to the greatest extent possible.

At the global level, the Secretariat has organized four webinars with the following objectives:

2. Webinar 2: Financing strategies and creating a resilient and fit-for-investment sector while targeting the most vulnerable and marginalized – 4-6 February 2020
3. Webinar 3: Incentive based financing to end inequalities and climate financing – 3-5 March 2020
4. Webinar 4: Final information on the FMM – agenda, logistics for the FMM – 3-4 April 2020

There will also be constituency specific preparatory meetings organised by the Secretariat as follows:

1. External Support Agencies at 8:30am EST on 30 Jan
2. Research and learning at 9:30am EST on 30 Jan
3. Private Sector on at 10:30am EST on 30 Jan
4. Civil Society at 10:00am EST on 31 Jan

Contact the Secretariat support

For any clarifications on the preparatory process and to arrange bilateral calls, please email the following:

**Anglophone Africa:** Nompumelelo Ntshalintshali Nompumelelo.Ntshalintshali@sanitationandwaterforall.org

**Francophone Africa including Morocco:** Balwant Godara Balwant.Godara@sanitationandwaterforall.org

**Middle East and North Africa:** Marissa Streyle marissa.streyle@sanitationandwaterforall.org

**Asia and the Pacific:** Siddhartha Das siddhartha.das@sanitationandwaterforall.org

**Latin America and the Caribbean:** Cesarina Quintana Cesarina.Quintana@sanitationandwaterforall.org

For general information about the FMM visit [http://fmm-swa.org/](http://fmm-swa.org/) or write to info@sanitationandwaterforall.org
The table below summarizes the suggested process and resources provided by partners and the secretariat.

<table>
<thead>
<tr>
<th>Suggested country level process</th>
<th>Secretariat and Global partners</th>
<th>Resource materials</th>
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<tbody>
<tr>
<td><strong>November 2019</strong>&lt;br&gt;Participation in global webinar to get information about the 2020 HLMs</td>
<td>SWA Secretariat-led webinar with input from the High-level Political Dialogue Working Group • Overview of the 2020 HLMs • Outline of the preparatory process</td>
<td>Recordings of these webinars are here: • English – Africa</td>
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<td><strong>December 2019</strong>&lt;br&gt;Commencement of country level preparatory process</td>
<td>• Country by country discussions • Publishing of 2020 FMM dedicated website • Save the date letters sent – contact the secretariat if your finance minister has not received the letter • Finance case studies submitted</td>
<td>FMM dedicated website: <a href="http://fmm.swa.org/">http://fmm.swa.org/</a>&lt;br&gt;Case study template shared by the Secretariat in November</td>
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<td><strong>January 2020</strong>&lt;br&gt;On-going country-level: multi-stakeholder dialogues and gathering of information for the Country Overview</td>
<td>Guidance document for the FMM Preparatory Process published by January 24 Briefing note on Finance done by SWA partners prepared and shared in January or February Secretariat-led support to countries on: sector analysis including on funding gap through use of the SDG financing tool; review of commitments; submission of new commitments; preparation of country overview. • Global calls with specific constituencies as follows: - External Support Agencies on 30 Jan - Research and learning at 9:30am EST on 30 Jan - Private Sector on at 10:30am EST on 30 Jan - Civil Society at 10:00am EST on 31 Jan</td>
<td>Use the link below to join the constituency calls Join Skype Meeting <a href="https://meet.unicef.org/msitali/1N73ZKLR">https://meet.unicef.org/msitali/1N73ZKLR</a>&lt;br&gt;Join by Phone United States: +16467571480 Conference ID: 700067795 Find a Local Number: <a href="https://dialin.unicef.org/">https://dialin.unicef.org/</a>&lt;br&gt;</td>
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<td><strong>February 2020</strong>&lt;br&gt;On-going country-level: multi-stakeholder dialogues and preliminary Country Overview document prepared</td>
<td>SWA Secretariat-led FMM webinar: 5 and 6 February: • Financing strategies and creating a resilient and fit-for-investment sector • Discussion on efficiencies including on tariffs and borrowing from markets • Discussion about how to include the elimination of inequalities and reaching the poorest and most marginalized in sustainable national strategies • Insights from countries Secretariat support for the preparation of ministerial briefings Support to countries preparing case studies to be presented at the FMM Support to review and share commitments</td>
<td>Details to join webinars are below: English 1: 4/02/20 at 11PM (EST) English 2: 5/02/20 at 8AM (EST) French: 6/02/20 at 8AM (EST) Spanish: 6/02/20 at 12PM (EST) Join Skype Meeting <a href="https://meet.unicef.org/msitali/1N73ZKLR">https://meet.unicef.org/msitali/1N73ZKLR</a>&lt;br&gt;Join by Phone United States: +16467571480 Conference ID: 700067795 Find a Local Number: <a href="https://dialin.unicef.org/">https://dialin.unicef.org/</a>&lt;br&gt;</td>
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<td><strong>March 2020</strong>&lt;br&gt;On-going Country-Level: Inter-ministerial dialogues and advocacy events (<em>World Water Day opportunity</em>)</td>
<td>Global webinar on 4 and 5 March focusing on Incentive based financing, including to end inequalities, and climate financing SWA Collaborative Behaviour Country Profiles sent to countries as they become available. Ongoing Secretariat-led support on preparation of country overviews and case study presentations Support to review and share commitments</td>
<td>Details to join webinars are below: English 1: 3/03/20 at 11PM (EST) English 2: 4/03/20 at 8AM (EST) French: 5/03/20 at 8AM (EST) Spanish: 5/03/20 at 12PM (EST) Join Skype Meeting <a href="https://meet.unicef.org/msitali/1N73ZKLR">https://meet.unicef.org/msitali/1N73ZKLR</a>&lt;br&gt;</td>
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<td><strong>April 2020</strong>&lt;br&gt;In-country advocacy events</td>
<td>Final webinar to provide final information about the FMM on 1 and 2 April High-level Meetings in Washington DC, - 13-20 April</td>
<td>Details to join webinars are below: English 1: 31/03/20 at 11PM (EST) English 2: 1/04/20 at 8AM (EST) French: 2/04/20 at 8AM (EST) Spanish: 2/04/20 at 12PM (EST) Join Skype Meeting <a href="https://meet.unicef.org/msitali/1N73ZKLR">https://meet.unicef.org/msitali/1N73ZKLR</a>&lt;br&gt;</td>
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**Detailed information on elements of the preparatory process**

**Technical-level multi-stakeholder dialogue**

**Guidance Document**

5
Under the leadership of the government, partners work together – using existing multi-stakeholder mechanisms and processes – to synthesize existing information and analysis of the benefits and cost of not investing in water, sanitation and hygiene and the contribution of the sector to the economy. Partners also analyse the investment needs, the financing gap and determine the actions which will be taken by both the government and partners to raise additional finance, improve cost recovery and ensure sustainability of sector financing. The suggested tools and sources for collecting this information and analysis include, but are not limited to (also see list on page 7):

- Nationally available data and information on sector vision and plans (where available);
- SWA SDG costing tool prepared by UNICEF;
- Recently completed sector review or analysis of the “Building Blocks” of the sector using UN-Water Global Analysis and Assessment of Sanitation and Drinking-Water (GLAAS) survey data, WASH Bottlenecks Analysis Tool (WASH BAT), TrackFin, poverty diagnostics, sectoral integrity and corruption risk assessments, or other similar tools;
- SWA Collaborative Behaviours Country Profiles prepared by the SWA Secretariat.

An outline of the Country Overview document is provided (Annex 2) to structure the information. Countries using the outline as a guide will help to ensure consistent preparation by ministers attending the meeting and promote well-informed, dynamic and progressive discussion during the meetings.

Global development partners including bilateral donors, development banks, multilaterals, foundations and NGOs are encouraged to contribute by providing senior level political support to the process at the country level and providing technical support where necessary.

Ministerial briefings

Two or three ministerial briefings for key sector ministers are recommended during the preparatory process. The preliminary briefing should be held early in the process, and should focus on getting the ministers buy-in and providing them with the information to enable them to make strategic decisions on appropriate scenarios for sector financing.

For finance ministers to engage effectively in the discussions in Washington, and more importantly, for them to make evidence-based decisions on the sector financing, it is suggested that they should be briefed on the country’s situation regarding the SDGs, investment history and targets, resource gaps and options for mobilising additional finance, cost recovery and incentives for improving sector efficiency. It is likely that there will be a few briefings involving the sector ministers and finance ministers at different points of the preparatory process. The Country Overview document, which can be developed using the outline in Annex 2, can be updated as information, analysis and decisions become available.

The final briefing, just prior to the HLM, can contain the decisions reached as a result of the dialogues and inter-ministerial meetings (see below). These briefings can draw on – and be added to-- the Country Overview document prepared from the outline suggested in Annex 2. The Country Overview document is a sector document and should have input from stakeholders. It can also constitute in an important instrument for follow-up and input in sector reviews.

Ministerial engagement and inter-ministerial dialogue

The HLMs provide an opportunity to increase political prioritisation leading to collaborative action between ministers responsible for water, sanitation and hygiene and the finance and planning ministries.

At least one ministerial dialogue involving the sector and finance ministry is proposed prior to the FMM. Follow-up dialogues can be held after the FMM.

Depending on the context and availability of ministers, there could be several discussions between the sector and finance ministers. The process will create opportunities for sector ministers, who will not be attending the FMM, to engage bilaterally with their ministerial counterparts. The meetings offer an opportunity to have a national level high-level ministerial dialogue which can focus on - but not limited – to costs and benefits of 1.

1 The five building blocks are: 1) sector financing; 2) capacity development; 3) planning, monitoring, and review; 4) sector policy and strategy; 5) institutional arrangements
investing in the sector, investment history and future scenarios to meet national targets and the role of the finance ministry in mobilising additional finances and enhancing incentives for effective development financing.

**Advocacy events**

Advocacy events can take place during the preparatory process in order to increase transparency and accountability. Information and analysis gathered in the technical discussions and webinar on the run-up to the FMM can be conveyed in an appropriate format to the media, parliamentarians, other sector officials, communities or rights-holders, etc. For example, the policy choices made by the government as well as the actions decided upon to catalyse progress can be highlighted.

In-country SWA partners are encouraged to share the Country Overview document with relevant stakeholders e.g. by posting on their organizational websites, using social media etc. World Water Day will be on March 22 and is a key opportunity. Further, advocacy events may also take place after the HLMs.

**Tabling and reviewing commitments**

In 2019, 53 governments tabled commitments on various topics including on financing. These commitments were also supported by other partners in several countries as well as by global partners. The preparatory process for the FMM is an opportunity to review progress being made to achieve the commitments already tabled and to make new ones.

The Secretariat will be receiving reports on commitments already tabled. An explanation on how to report on commitments will be sent under a separate email, which will provide direct links for partners to upload their reports.

All commitments and reports on commitments will be available on the SWA website and will be available on screens at the FMM.

Partners making new commitments should upload them using the platforms below:

- **Governments**: https://airtable.com/shr1opiz68yetGjdM
- **Partner operating at a country level**: https://airtable.com/shrTfPuCfaUBSjE6
- **Partner operating at a global level**: https://airtable.com/shrEPzGgL48wWEXTW

More information about the Mutual Accountability Mechanism can be found [here](#) and partners can request for a specific briefing with the secretariat.

**Additional Support and Tools**

**SWA Tools Portal**

SWA has developed this Tools Portal to support countries and development partners to put WASH Building Blocks and Collaborative Behaviours into practice. There are many tools and resources that exist to help national governments strengthen the enabling environment for water, sanitation and hygiene. Individual partners are continuously developing useful tools and resources; however, these are not always easy to find or navigate. This portal aims to make such tools and resources more accessible and easier to navigate. Tools on finance can be found under the Building Block on sector finance.

**Recent global monitoring reports – Joint Monitoring Programme and GLAAS**

The WHO/UNICEF Joint Monitoring Programme for Water Supply, Sanitation and Hygiene (JMP) has recently published global reports on WASH in households, drinking-water, sanitation and hygiene, WASH in schools and WASH in health care facilities. JMP country files are available for 232 countries, areas and territories and can contribute to the national level analysis of inequalities in WASH service levels and rates of progress towards SDG targets. See [https://washdata.org/](https://washdata.org/).

WHO published the UN-Water Global Analysis and Assessment of Sanitation and Drinking-Water (GLAAS) report **National systems to support drinking-water, sanitation and hygiene** - Global status report in August 2019. The report has a chapter on WASH financing as well as chapters on external support, policies and plans, national targets, regulation and leaving no one behind. The report is available [online](https://washdata.org/) as well as country and
external support agency data that were used in the report. These data and the report provide relevant information which can contribute to the national level multi-stakeholder dialogues and sector diagnostics.

WHO is also preparing GLAAS country highlights for each participating country based on their GLAAS survey submission. For the GLAAS 2018/2019 cycle, the country highlights comprise a six-page document available in Excel and PDF formats summarizing results in the following key thematic areas: (1) policies, plans and targets; (2) regulations and standards; (3) coordination and data; (4) resources; (5) equity; and (6) Sustainable Development Goal (SDG) 6 ambitions. The country highlights are shared with the GLAAS focal points as they are developed. It is expected that all country highlights will be shared by February.

SDG costing tool from UNICEF
A tool to calculate the investments needed to fulfil the SDG requirement as well as the financing gap was prepared with the support of UNICEF and has been used by about 30 countries. Countries which have not yet done their own costing of the SDG targets (6.1 and 6.2) can use this tool to prepare their estimates. The tool is available in English, French and Spanish. Information from this tool (or other SDG costings where they exist) will be necessary to prepare the financial analysis for the Country Overview.

The SWA Secretariat will provide support to countries that may require additional assistance to work with the tool. If this assistance is needed, please contact the SWA Secretariat using the information on page 4.

SWA Collaborative Behaviours Country Profiles
SWA identified four collaborati ve behaviours which, if jointly adopted by governments and development partners, would improve long-term sector performance and sustainability. SWA partners agree to:

1. Enhance government leadership of sector planning processes;
2. Strengthen and use country systems;
3. Use one information and mutual accountability platform;
4. Build sustainable water and sanitation sector financing strategies that incorporate financial data on all 3Ts (taxes, tariffs and transfers), as well as estimates for non-tariff household expenditure.

Part of the preparatory process will include analysing how governments and development partners are applying the SWA Collaborative Behaviours for effective development cooperation, especially focusing on building sustainable financing strategies. The SWA Collaborative Behaviours Country Profiles use already publicly existing data and will be produced and shared with countries between in March 2020. Information from the profiles can be used in the sector review, particularly by highlighting how both government and partners are working to build sustainable sector financing strategies.

Briefing note on financing
The Briefing Note will identify key topics that present a clear story line to finance ministers for mobilizing additional finance into the sector. The topics will be illustrated by compelling evidence and factoids – to stimulate and sensitize finance ministers. The Briefing Note is complementary to, and foundational for, the FMM. The note is expected at the end of February 2020.
Annex 1 - Summarised concept note

Partnering to finance the water, sanitation and hygiene targets of the Sustainable Development Goals

The upcoming SWA Finance Ministers’ Meeting (FMM) will be convened in Washington, DC USA, on 17 April 2020. The FMM will be hosted by, and convened in partnership with the World Bank Water Global Practice. The objective of the FMM is to highlight practical actions that finance ministers can take to mobilize additional financing through increased cost recovery, better planning, and improved efficiency to deliver universal access to water supply and sanitation. This will be achieved by presenting evidence, practical experience and active dialogue between participants.

Unique in the sector, the FMMs are the culmination of robust ongoing strategic dialogue at country level, involving multiple stakeholders bound together by the belief that good governance and mutual accountability are key to achieve water and sanitation for all, always and everywhere.

This year’s FMM will be the fifth edition of the event, which is complemented by the regular SWA Sector Ministers’ Meetings (SMMs). The last FMM was hosted by the World Bank during their Spring Meetings in April 2017 and the last SMM was hosted by the government of Costa Rica in April 2019, co-convened by UNICEF and the Inter-American Development Bank.

Ultimately, the FMM will ensure that:

Finance ministers come away inspired by the discussions and real-life examples presented during the meeting and persuaded of the opportunities to make a difference in the lives of those currently without access to safely managed water supplies and sanitation.

During the Meeting, ministers will present short compelling experiences and evidence to illustrate key challenges and opportunities for closing the sector financing gap – including improving revenues (tariffs, taxes, transfers, commercial efficiency), reducing costs (capital and operational efficiency) and mobilizing additional financing (climate funds, market finance). The FMM will focus on four topics:

1. Planning and Financing Strategy to deliver SDGs
2. Improving Sector Performance
3. Incentive-based Financing
4. Climate finance as new sources of financing

These experiences will be the foundation for exchanges between participants - including finance ministers, sector ministers and representatives of SWA partners from the private sector, civil society, research and learning, development banks, and UN agencies.

The 2020 FMM is part of, and contributes to, an ongoing cycle of activities jointly implemented by SWA partners. The discussions in Washington, DC will be key for partners to build a closer and ongoing relationship with finance ministers at national level. They will also guide, and facilitate progress towards, the achievement of national and global commitments tabled under the Mutual Accountability Mechanism. The main conclusions and key messages of the Meeting will contribute to the 2021 Sector Ministers’ Meeting.

For questions about the FMM, please contact the SWA Secretariat: [http://fmm-swa.org/](http://fmm-swa.org/) or [info@sanitationandwaterforall.org](mailto:info@sanitationandwaterforall.org)
Annex 2 - Suggested outline and guidance for Country Overview Document

The Country Overview should be short, no more than 4 pages and can be shared with the SWA Secretariat for input in advance of the HLMs.

Economic costs and benefits for investing in water, sanitation and hygiene

- Benefits of investing in WASH focusing on GDP, revenue and fiscal stability, as well as human development – benefits associated with education, health, etc
- Cost of inaction - GDP loss, workdays, school days, DALYs, etc, possible implications of climate risks
- Positive and negative externalities and cost recovery for other sectors (education, health etc).

Overview of the country’s vision and targets for the sector

- Country’s sector vision and SDG targets
- Country’s progress towards universal and sustainable access and use, using SDG indicators, and projections to 2030 based on current rate of progress
- Critical issues to be tackled, including whether there is a financing strategy or not

Suggested source materials and tools needed to prepare this section:
- Recent JMP report
- GLAAS 2018/2019 country highlights
- GLAAS 2019 report: National systems to support drinking-water, sanitation and hygiene - Global status report
- Nationally available data and information on sector vision and plans if available – where this does not exist, an indication of whether the country is planning to develop a plan which incorporates the SDGs.

Financing strategy and targets of the country

- State of sector financing strategy – does it consider the SDG targets as defined by the country
- Scope of resources needed to achieve the targets and the resource gap (for both capex and opex)
- Annual capital costs of reaching unserved population to achieve universal access by 2030
- Recurrent costs to maintain services and ensure a cadre of qualified personnel to plan, review and oversee service delivery

Suggested materials and tools needed to prepare this section:
- National investment plans, where these do not exist, countries can use the costing tool to calculate the investment needs and financing gap
- Briefing note on financing for the SDGs - expected in January 2020
- GLAAS 2018/2019 country highlights
- GLAAS 2019 report: National systems to support drinking-water, sanitation and hygiene - Global status report

Prioritized actions to sustainably finance water, sanitation and hygiene targets

- Sector financing options prioritised by the country to achieve the water, sanitation and hygiene targets
- Steps the government and partners are prepared to take to make the sector fit for investment
  a. Relevant actions on the Building Blocks (2-3 actions)
  b. Relevant actions to ensure alignment to the Collaborative Behaviours
- Agreed actions to reduce the financing gap
  a. Strategies/plans to access more financing
  b. Actions for improving cost recovery
  c. Actions/steps to use existing resources more effectively e.g. by targeting inequalities