Mr. Daniel Klüppel Carrara  
Director-General  
Serviço Nacional de Aprendizagem Rural (SENAR)  
SGAN Quadra 601, Módulo K - Ed. Antônio Ernesto de Salvo  
Brasília, DF 70830-021 – Brazil

Re: GEF PPG Grant No. TF0B2743-BR (Brazil: Grant for Preparation of Sustainable Multiple use Landscape Consortia in Brazil)  
Additional Instructions: Disbursement and Financial Information Letter

Dear Sir,

I refer to the Letter Agreement (“Agreement”) between the Serviço Nacional de Aprendizagem Rural - SENAR (“Recipient”) and the International Bank for Reconstruction and Development (“World Bank”), acting as Implementing Agency of the Global Environment Facility (“GEF”), for the benefit of the Federative Republic of Brazil (“Member Country”), for the above-referenced project, dated May 5, 2020. The Standard Conditions, as defined in the Letter Agreement, provide that the World Bank may issue additional instructions regarding the withdrawal of the proceeds of Grant TF0B2743-BR (“Grant”), and may set out Project specific financial reporting requirements. This letter (“Disbursement and Financial Information Letter”), as revised from time to time, constitutes such additional instructions.

I. Disbursement Arrangements and Withdrawal of Grant Funds

The World Bank Disbursement Guidelines for Investment Project Financing, dated February 2017, (“Disbursement Guidelines”) are available in the World Bank’s public website at https://www.worldbank.org, and are an integral part of the Disbursement and Financial Information 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

The table in Schedule 1 provides 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 advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.
(ii) **Withdrawal of Grant Funds (Electronic Delivery)** Section 7.01 (c) of the Standard Conditions.

The Recipient will deliver Withdrawal Applications (with supporting documents) electronically through the World Bank’s web-based portal “Client Connection” at [https://clientconnection.worldbank.org](https://clientconnection.worldbank.org). This option will be affected 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 will deliver 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 Applications and supporting documents to the World Bank 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 World Bank. By designating officials to use SIDC and by choosing to deliver the 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 Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation, available in the World Bank's public website at [https://worldbank.org](https://worldbank.org) and “Client Connection”; and (b) to cause such official to abide by those terms and conditions.

II. **Financial Reports and Audits Section** 2.07 (a) and (b) of the Standard Conditions.

(i) **Financial Reports.** The Recipient must prepare and furnish to the World Bank 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 World Bank not later than six (6) months after the end of such period.

III. **Other Important Information**

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the World Bank’s website ([http://www.worldbank.org](http://www.worldbank.org)) and “Client Connection”. The World Bank recommends that you register as a user of “Client Connection”. From this website you will be able to prepare and deliver 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, or if you have any queries in relation to the above, please contact the World Bank by email at [AskLoans@WorldBank.org](mailto:AskLoans@WorldBank.org) using the above reference.

Yours sincerely,

______________________________

Rafael Munoz Moreno

Acting Country Director

Brazil

Latin America and the Caribbean Region
Attachments
1. Form of Authorized Signatory Letter
2. Form of Statement of Expenditure (SOE)
3. Designated Account Activity Statement
## Schedule 1 - Disbursement Provisions

### Basic Information

<table>
<thead>
<tr>
<th>Grant Number</th>
<th>Country</th>
<th>Closing Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>TF0B2743-BR</td>
<td>Brazil</td>
<td>Section 3.03 of Article III to the Letter Agreement</td>
</tr>
<tr>
<td>Recipient</td>
<td><em>Serviço Nacional de Aprendizagem Rural (SENAR)</em></td>
<td></td>
</tr>
<tr>
<td>Name of the Project</td>
<td>Grant for Preparation of Sustainable Multiple use Landscape Consortia in Brazil</td>
<td></td>
</tr>
<tr>
<td>Disbursement Deadline Date</td>
<td><em>Subsection 3.7</em></td>
<td>Four (4) months after the closing date</td>
</tr>
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</table>

### Disbursement Methods, and Supporting Documentation

<table>
<thead>
<tr>
<th>Disbursement Methods</th>
<th>Methods Available</th>
<th>Supporting Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 2 (*)</td>
<td></td>
<td>Subsections 4.3 and 4.4 (*)</td>
</tr>
<tr>
<td>Direct Payment</td>
<td>Yes</td>
<td>Copy of Records</td>
</tr>
<tr>
<td>Reimbursement</td>
<td>Yes</td>
<td>Statement of Expenditure, in the format provided in Attachment 2 of this letter.</td>
</tr>
<tr>
<td>Advance (into a Designated Account)</td>
<td>Yes</td>
<td>Statement of Expenditure, in the format provided in Attachment 2 of this letter; and Designated Account Activity Statement, in the format provided in Attachment 3 of this letter, with a copy of the Designated Account Bank Statement.</td>
</tr>
<tr>
<td>Special Commitments</td>
<td>No</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

### Designated Account (Section 5 and 6 *)

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<thead>
<tr>
<th>Type</th>
<th>Segregated</th>
<th>Ceiling</th>
<th>Fixed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Financial Institution - Name</strong></td>
<td>Banco do Brasil</td>
<td><strong>Currency</strong></td>
<td>BRL</td>
</tr>
<tr>
<td><strong>Frequency of Reporting, Subsection 6.3 (*)</strong></td>
<td>Quarterly</td>
<td><strong>Amount</strong></td>
<td>5,000,000.00</td>
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</tbody>
</table>
Minimum Value of Applications *(Subsection 3.5 *)

The Minimum Value of Applications for Reimbursement and Direct Payment is USD 250,000.00 equivalent.

Authorized Signatures *(Subsection 3.1 and 3.2 *)
 Withdrawal and Documentation Applications *(Subsection 3.3 and 3.4 *)

**Authorized Signatures:** A letter in the format provided in Attachment 1 should be furnished to the World Bank at the address indicated below providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications:

Banco Mundial  
SCN Quadra 02, Lote A  
Ed. Corporate Financial Center, 7º andar  
70712-900, Brasilia, D.F. – Brazil  
Attention: Ms. Paloma Anos Casero, Country Director

**Applications:** Completed Applications for withdrawal, together with supporting documents, should be provided through the World Bank’s Client Connection, web-based portal, following the instructions for electronic delivery. In the case the Recipient does not have internet access, the World Bank may permit the delivery of Applications for withdrawal, together with supporting documents, to the following address:

Banco Mundial  
SCN Quadra 02, Lote A  
Ed. Corporate Financial Center, 7º andar  
70712-900, Brasilia, D.F. – Brazil  
Attention: Loan Operations

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

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

[DATE]

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

Attention: _______________________, Country Director

Dear [Country Director]:

Re: Grant No. ___-__ (____________ Project)

I refer to the Grant Agreement ("Agreement") between the [International Bank for Reconstruction and Development/International Development Association] ("World Bank"), acting as [an implementing agency of the Global Environmental Facility] [administrator of the Global Partnership on Output-based Aid] [administrator of name of the trust fund], and [name of recipient] (the "Recipient"), dated ______, providing the above Grant. For the purposes of Section 3.04 (b) of the Standard 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.

For the purpose of delivering Applications to the World Bank, 1[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting 2[individually] 3[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the World Bank.

This confirms that the Recipient is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the World Bank by electronic means. In full recognition that the World Bank shall rely upon such representations and warranties, including without limitation, the representations and warranties

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1 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 World Bank/Association.

2 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 footnote in final letter that is sent to the World Bank/Association.

3 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 footnote in final letter that is sent to the World Bank/Association.

4 Instruction to the Recipient: Add this paragraph if the Recipient wishes to authorize the listed persons to accept Secure Identification Credentials 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 World Bank/Association.
contained in the Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation (“Terms and Conditions of Use of SIDC”), the Recipient represents and warrants to the World Bank that it will cause such persons to abide by those terms and conditions.

This Authorization replaces and supersedes any Authorization currently in the World Bank records with respect to this Agreement.

[Name], [position] Specimen Signature: ____________________

[Name], [position] Specimen Signature: ____________________

[Name], [position] Specimen Signature: ____________________

Yours truly,

/ signed /

__________________________
[Position]
BANCO INTERNACIONAL PARA RECONSTRUÇÃO E DESENVOLVIMENTO
Declaração de Gastos

PAGAMENTOS REALIZADOS NO PERÍODO DE:

Os pagamentos apresentados foram efetuados durante o período retroativo? (SIM ou NÃO):

As despesas apresentadas foram incorridas até a data de encerramento do Acordo de Linha (SIM ou NÃO):

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Nome do fornecedor/consultor/beneficiário</th>
<th>Brief description of the expense</th>
<th>Código da despesa</th>
<th>Contrato / Sujeto à revisão prévia (SIM ou NÃO)</th>
<th>Referência do contrato</th>
<th>Modo do contrato</th>
<th>Valor Total do Contrato</th>
<th>Valor acumulado do contrato (incluído em SOEs anteriores)</th>
<th>Número da Fatura/Recibo</th>
<th>Data do Pagamento</th>
<th>Valor Total do pagamento incluído em SOE</th>
<th>% financiado pelo BRID</th>
<th>Valor financiado pelo BRID (Col 12 x 13)</th>
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Documentos de Suporte para esta SOE encontram-se arquivados na ______________________ (informar o nome da Unidade de Implementação do Projeto) e mediante solicitação prévia serão disponibilizados para análise dos membros do BRID ou auditores designados para este fim.
Conciliação da Conta Designada

Empréstimo / Doação Nº:
Nome do Banco
Número da Conta:

1. Total de Depósitos
2. Menos Total que já foi documentado
3. Saldo Pendente (por documentar)
4. Saldo da Conta Designada em __/__/____ (de acordo com o extrato bancário anexo)
5. Valor a ser documentado no presente Pedido nº ____
6. Maior valor pendente de reposição pelo Banco 1
7. Maiores saques efetuados ainda não documentados ao Banco 2
8. Menos valores debitados depois do extrato bancário anexo
9. Menos rendimentos gerados na Conta Designada
10. Total (4 + 5 + 6 + 7 + 8 - 9)
11. Discrepâncias entre (3 e 10)³

Observações:

1 Valores pendentes de reposição pelo Banco
   Pedido Nº Valor

2 Saques efetuados ainda não documentados ao Banco
   Data Descrição Valor

3 Outras explicações por discrepância identificada na linha 11

Obs.: a moeda da conciliação deve ser a mesma moeda da Conta Designada