PARTICIPANTS:

1   Management Committee Members Present:
- **Contributing Partners (donors):** Tanya Green (UK- DfID); Alexandre Ghelew (Switzerland-SDC); Paula Kenny (Ireland-IrishAid).
- **Participating Organizations:** Martha Mai (UNOPS); Nancy Walters (UN REACH Partnership); Francesco Branca (WHO); Nina Berettapiccoli (WFP).
- **MPTF Office, SUN MPTF Administrative Agent, ex- officio member:** Yannick Glemarec –Executive Coordinator; and Olga Aleshina, Senior Portfolio Manager;
- **Chair:** David Nabarro (SUN Movement Coordinator)

2   Observers:
- **Observer UN Organizations:** Sandra Aviles (FAO);
- **Observer Civil Society:** David Mcnair (for Save the Children, chair of the SUN CS network)

3   Secretariat
- **SUN Movement Secretariat:** Stefano Di Gessa

4   Apologies for absence:
- Werner Schultink (UNICEF);

SUMMARY OF PROCEEDINGS:

Agenda.

The Management Committee (MC) welcomed Mr Yannick Glemarec as the new Executive Coordinator of the MPTF office (SUN MPTF Administrative Agent). The MC approved the following agenda items for discussion:

(i)   Update on progress of the MPTF over the last year and presentation of the draft 2012 progress report; FOR INFORMATION

(ii)   Global CSO network revised proposal –FOR APPROVAL

(iii)   Financial updates and modalities for next call for proposal under SUN MPTF window2; -FOR INFORMATION and GUIDANCE

(iv)   Update on monitoring and evaluation work: specifically establishing a baseline for SUN Movement performance (including MPTF); -FOR INFORMATION

(v)   Activating SUN MPTF window1; FOR INFORMATION and GUIDANCE

(vi)   AOB –includes revised TORs and RoPs of the SUN MPTF –FOR APPROVAL

1   ITEM 1: Update on progress of the MPTF over the last year and presentation of the draft 2012 progress report

a)   The Management Committee (MC) welcomed the SUN MPTF progress report for the fiscal year 2012. The SUN MPTF MC met three times in 2012. It sets out its own functioning rules (July) and agreed (August/December) upon funding allocations for US$ 3,317,000. MPTF remains a last resort instrument for catalytic funding. During 2012 however it proved to be a powerful tool in support of CSOs organizing and

engaging with own governments as they step up their efforts on nutrition.

b) The Committee welcomed transparency of the SUN MPTF with all relevant information available on both www.scalingupnutrition.org and http://mptf.undp.org/factsheet/fund/SUN00 websites. MC agreed to post the 2012 progress report on such websites and made recommendations for minor changes in the report before publishing. The Chair of the SUN MPTF will circulate final version of the 2012 progress report to the members of the Committee prior to public posting. The MC invites the SMS to utilize the 2012 annual report to approach potential donors.

2   ITEM 2: Global CSO network revised proposal

a) During the third meeting of the MC in December 2012, clarifications were requested on some aspects of the global CSO network proposal. Those elements were brought to the attention of the UN Participating Organization and the Implementing Partner by the chair in written communication for them to follow-up. Those points have been taken into account before resubmission in May 2013.

b) The MC welcomed improvements on the proposal and approved the proposal for an amount of US$ 535.000. UNOPS was confirmed to serve as Participating Organization for this proposal. The MC requested some additional fine-tuning to be done on the proposal within the following 10 working days before effective release of funds. Some considerations were shared during the meeting: (a) the importance of checking the language in the proposal; (b) the importance of ensuring the proposal duration covers 2015 to the maximum extent possible and (c) the need to ensure consistency of the logfarme with overall SUN CSO network monitoring system. It was agreed any additional point would be shared with the MPTF Technical Secretariat (in writing) to be passed to UNOPS in its capacity as Participating Organization and to the Implementing Partner for them to consider during the finalization process.

c) The Committee agreed not to be involved anymore on this specific proposal and delegated the authority to approve last modifications to the Chair, provided it will be informed on how its suggestions have been considered in the finalization process.

3   ITEM 3: Financial updates and modalities for next call for proposal under SUN MPTF window2

a) In its capacity as the Administrative Agent of the Fund, the MPTF Office had prepared the Funding Framework, which had been circulated to the MC members ahead of the meeting. Since March 2012 the SUN Movement MPTF received a total of US$ 4,710,308 from 3 donors: DFID, Irish Aid and the Swiss Agency for Development and Cooperation (SDC). Based on the approval of the Management Committee, the MPTF Office transferred US$ 3,317,000 for a total of 8 approved projects in Window 2. The MPTF Office is expecting to receive 3rd tranche of DFID funding, amounting to approximately $1.8 million, in June, earmarked for Window 2.

b) The MC discussed the opportunity of preparing for a new call for proposal under window 2 as new tranche from DFID is disbursed in June 2013. The MC agreed the new call to be launched for an overall amount of up to US$ 1.5 million in order to ensure a small reserve is kept for contingency. The MC requested the technical Secretariat to ensure highest publicity would be given to the new call given growing number of countries

having joined the SUN Movement. Additional criteria were discussed and agreed that would complement the existing set of criteria for assessing incoming proposals.

c) The MC requested the Chair and the technical Secretariat to be updated on preparation work prior to the launch of the call.

4   ITEM 4: Update on monitoring and evaluation work: specifically establishing a baseline for SUN Movement performance (including MPTF);

a) The Committee was asked authorization to activate window 3 in December 2012 in order for the SUN Secretariat to work on the setting of a movement wide baseline and M&E framework which was consistent with work done on SUN MPTF logframe earlier on in October 2012. All SUN networks were involved to design the system and data are currently being collected for baseline and progress information. September 2012 was used as cut-off date for baseline to ensure all MPTF work would easily fit in, including all major indicators by MPTF logframe.

b) The Committee welcomed progress so far. MC welcomed the possibility for the M&E system and baseline report (to be finalized by end of May) to be made available to them and posted on relevant SUN MPTF websites.

5   ITEM 5: Activating SUN MPTF window1;

a) The Committee welcomed the possibility of discussing activation of window 1 for pilot exchange of experiences among SUN countries through learning routes and a means for their implementation. The MC requested additional information about main elements, including financial, that would qualify a proposal to be considered by them.

b) The MC requested the Secretariat to work with identified partners with a view of preparing a proposal that could be considered by the MC in a subsequent meeting. The development of such proposal will have to take into account ongoing discussions on possibility of activating nutrition learning hubs by countries participating to the ˈnutrition for growthˌ June event in London.

6   ITEM 6: AOB

a) The MC agreed to amend the TORs and RoPs of the SUN MPTF to include a new annex (annex 5a) to allow the technical Secretariat to agree no-cost extensions of approved MPTF proposals. It is agreed that the Secretariat will report back to the MC about those requests and will ask for MC guidance in case the extension is beyond reasonable limit (e.g. 6 months or more).

b) UN REACH Partnership circulates a note at the margins of the 4th MC meeting whereby it confirms its commitment to support SUN MPTF. For the record it is requested to recall REACH is not a legal entity but an initiative. REACH legal and financial accountability is therefore with its hosting agency, namely WFP.