

KEY DECISIONS AND SUMMARY OF PROCEEDINGS

PARTICIPANTS

Management Committee:

- **Contributing Partners (donors):** Marlene Heeb (Switzerland-SDC), Tanya Green (UK- DFID), Ben Siddle (Ireland-IrishAid)
- **Participating UN Organizations (PUNOs):** Perrine Geniez and Alexandra Tung (WFP), Deborah Randolph Talon (WHO)
- **MPTF Office:** Olga Aleshina
- **Chair:** Tom Arnold (SUN Movement Coordinator a.i.)
- **SUN Movement Secretariat:** Florence Lasbennes, Elena Gaino, Kwame Akoto-Danso, Diana Alvarez

Observers:

- Claire Blanchard (SUN Civil Society Network Secretariat)
- Kornelius Schiffer (SUN Donor Network)

Apologies: UNOPS, UNICEF, Business Network and UN Network

KEY DECISIONS

Decision One: the Management Committee approves the Terms of Reference of the evaluation of the SUN Movement MPTF with the requested changes and with a contingency budget of USD 25,000 on top of the initial provision of USD 200,000. The Management Committee appoints a Steering Group chaired by the Coordinator of the SUN Movement and consisting of representatives from the current SUN Movement MPTF donors, the facilitator of the SUN Donor Network, one representative from the Steering Group of the SUN Civil Society Network and one representative from the Participating UN Organizations (WFP). The SUN Movement Secretariat is requested by the Management Committee to work with its administering agency (UNOPS) on the recruitment of the evaluation team (option number 1).

Decision Two: the Management Committee approves the proposal for budget increase and project extension to the SUN Civil Society Network Secretariat against Grant 2 - Window II for a total of USD 180,054.65 and with 30 September 2016 as revised end date. Considering the limited capacity of the SUN Civil Society Network (CSN) Secretariat the Management Committee agrees with the reduced workplan presented in the budget revision justification. Once additional resources are made available to the SUN CSN Secretariat, the Management Committee requests the Secretariat to reconsider those activities that are currently not being fulfilled.

Decision three: The Management Committee requests to receive a more precise overview of current funding situation and critical financial gaps to CSAs. The Secretariat of the SUN Movement will work with the Secretariat of the Civil Society Network and PUNOs to report back to the Management Committee with these elements.

Decision Four: the Management Committee requests the Secretariat of the SUN Movement to explore options for the use of the uncommitted balance (approximately USD 125,000) to be presented to the Management Committee for consideration. These options should be related to either the follow up to the work undertaken under the Community of Practice 1 or in relation to some immediate needs for Window II CSAs projects or CSN Secretariat additional support.

SUMMARY OF PROCEEDINGS

1. Update on the SUN Movement MPTF financial framework (MPTF Office)

In its capacity as the Administrative Agent of the Fund, the MPTF Office prepared the Funding Framework dated 22 May 2015 which was circulated to the Management Committee members ahead of the meeting. The Funding Framework provides information on the donor commitments (legally signed agreements), contributions and transfers to Participating UN Organizations.

Since March 2012 the SUN Movement MPTF received a total of USD 10,087,658 from 3 donors (Ireland, Switzerland and the United Kingdom). All commitments to the SUN Movement MPTF have been deposited and as of today, there are no additional contributions. Based on the approval of the Management Committee, the MPTF Office transferred USD 9,484,115 for a total of 28 approved projects. Around USD 533,900 is available for programming in the SUN MPTF account. Out of this amount, USD 469,502 is available as unearmarked, USD 46,110 as earmarked for Window III, and USD 18,287.80 is the interest balance also available for programming.

No specific comments or points were raised by the Management Committee.

2. Review and decision regarding the draft Terms of Reference for the evaluation of the SUN Movement MPTF

The Chair provided an overview of this agenda item. The Management Committee of the SUN Movement MPTF agreed to use funds (USD 200,000) available against Window III to commission an evaluation of the SUN Movement MPTF to take place in the second half of 2015. The evaluation will provide the Management Committee of the SUN Movement MPTF and the SUN Lead Group with findings, recommendations and fund design options that are expected to assist in identifying the best course of action for the future. The evaluation will cover two distinct dimensions:

1. Assessing the current SUN Movement MPTF and whether it has met its objective in supporting the four strategic objectives of the SUN Movement.
2. Forward looking at the need for catalytic last resort fund during the next phase of the SUN Movement and determine whether a pooled financing mechanism like the MPTF would be the most appropriate mechanism.

The Chair reminded that the Secretariat has developed a first draft TOR for the evaluation which was shared for comments with the whole Management Committee and SUN Network Facilitators. Comments were received from DFID, IrishAid, SDC, WFP, WHO, the Donor Network Facilitator and the Secretariat of the SUN Movement Civil Society Network.

A revised draft consolidating all comments was shared prior to the call. The Chair emphasised that one of the objectives of today's meeting is to agree on those areas where some discussion is still needed towards finding a consensus. The Chair suggested to provide the Management Committee with an overview of the areas where the discussion should be focused.

SECTION "EVALUATION QUESTIONS": The first draft of the TOR shared with the Management Committee required the assessment of progress, achievements and challenges by the MPTF funded projects with a particular emphasis on the 24 in-country Civil Society Alliances funded through Window II.

Switzerland, Ireland and the SUN Donor Network Facilitator in particular, while agreeing that Window II should receive inevitably a particular focus by the evaluation, expressed the importance that all three windows gain similar attention in order to reflect well on their respective relevance and particularly regarding the three Windows interconnectedness for impact. The Chair agreed with this position and proposed a revised language aiming to accommodate these positions. There was a general consensus on the new wording. However SDC and IrishAid perceived the risk that the

new wording could still be too prescriptive. The Chair asked the Secretariat to further amend the TOR language to better reflect the importance of keeping the focus of the evaluation on the three Windows. Window II will inevitably receive a stronger focus due to the number of projects and share of funding allocated to it.

The Facilitator of the SUN Donor Network also requested to streamline the current set of questions to avoid duplication.

SECTION “IMPLEMENTATION ARRANGEMENTS”: As mentioned in the TOR, it is suggested that a Steering Group is appointed by the Management Committee to steer the evaluation and to assure its independence, adequacy, methodological soundness and overall quality. It is proposed that it is chaired by the Coordinator of the SUN Movement ad interim (and Chair of the MPTF Management Committee) and composed by representatives from both the current SUN Movement MPTF donors and the facilitator of SUN Donor Network.

Comments were provided on the composition of the Steering Group with several requests to make it more inclusive, representing various stakeholder perspectives not just donors to increase its added value. While looking at the composition of this group, the Chair reminded the Management Committee that the issue of conflict of interest should be taken into account as several partners currently engaged in the MPTF may have conflicting interests.

While this group should be kept as small as possible due to the tight working timeline ahead, the Chair invited one representative from the Steering Group of the SUN Civil Society Network (not the Secretariat) to join this group. Regarding the participation of PUNOs to this Steering Group, the Chair was advised by the MPTF Office that it has already been the practice used for the evaluation of another fund to have one PUNO sitting in the Steering Group. The Chair suggested that WFP (due to number of projects for which they act as PUNO) is invited to join this group.

Furthermore, it was stressed by the Chair that the SUN Movement Secretariat will keep the Network of SUN Country Government Focal Points fully abreast of the evaluation process and will collect views from them should this be requested. Findings from the evaluation of the SUN Movement MPTF will be discussed with the broader Movement once made available.

There was a general consensus on the suggested wider composition of the Steering Group with the additional representation from the SUN Civil Society Network and WFP.

SECTION “APPLICATION AND SELECTION PROCESS”. This section suggests that the SUN Movement Secretariat will contract the selected evaluation team through its administering agency (UNOPS). The draft TOR presented three options for recruitment – two managed directly by UNOPS and one by the Steering Group. For the option managed by the Steering Group the Secretariat requested the Management Committee to share a roster of consultants and companies to be reached out with a call from proposal in follow up to this call.

Switzerland and Ireland expressed a preference for Option 1¹. The Chair suggested therefore to proceed with Option 1 where the SUN Movement Secretariat will work with UNOPS on the recruitment process for two individual consultants. The steering group will be consulted all throughout the shortlisting and recruitment process.

There was general consensus on this decision with no specific comments or points raised by the Management Committee.

SECTION “EVALUATION PRODUCTS AND TIMETABLE”: The evaluation is expected to present findings, conclusions and targeted recommendations that will allow the Transition Stewardship

¹ UNOPS (on behalf of the SUN Movement Secretariat) launches and manages a recruitment process for individual consultants

Team of the SUN Movement and Donors to consider options for catalytic financing mechanisms that could support the updated strategy of the SUN Movement. The draft TOR presents a series of deliverables which include Inception Report, Interim Report and Final Report.

The Secretariat of the SUN Civil Society Network suggested to add “one pager analysis on key achievements and added value of each of the 24 CSAs funded through the MPTF” and “more detailed case studies of the countries where site visits are conducted”.

The Chair supported this suggestion as it could provide a valuable insight on the impact of the MPTF at the country level. At the same time, expanding the range of deliverables might have an impact of the total budget for this evaluation. For this he suggested that an additional USD 25,000 is provisioned as contingency budget should the scope of the evaluation become wider.

The proposal of these additional deliverables was welcomed by all participants on the call. IrishAid in particular stressed the importance of seeing the evaluation as a learning exercise where successes, challenges and areas for improvement are identified. He noted that a more in-depth analysis of the CSAs projects should go in this direction rather than becoming an advocacy or fundraising piece. He considers the proposal for these additional deliverables as being good value for money. It was asked that a template for this country analysis is developed to guide the evaluators.

Decision One: the Management Committee approves the Terms of Reference of the evaluation of the SUN Movement MPTF with the requested changes and with a contingency budget of USD 25,000 on top of the initial provision of USD 200,000. The Management Committee appoints a Steering Group chaired by the Coordinator of the SUN Movement and consisting of representatives from the current SUN Movement MPTF donors, the facilitator of the SUN Donor Network, one representative from the Steering Group of the SUN Civil Society Network and one representative from the Participating UN Organizations (WFP). The SUN Movement Secretariat is requested by the Management Committee to work with its administering agency (UNOPS) on the recruitment of the evaluation team (option number 1).

3. Review and decision regarding the Window II proposal for budget increase and extension to the SUN Civil Society Network Secretariat

On 7 April 2015 UNOPS on behalf of the SUN Civil Society Network Secretariat asked for a 9 month-extension in the use of funds until September 2016 and a budget increase of approximately USD 180,000. Following a request for amendment by DFID to the provision for salary increase that was initially presented, the SUN Civil Society Network Secretariat has updated the salary calculations. A revised justification note explains the calibration of the SUN Civil Society Network Secretariat workplan for the period covered in 2016.

The revised budget and justification note were shared with the Management Committee for comments prior to this call. The Secretariat did not receive any comments prior to the meeting. During the call DFID appreciated the recalibration of the workplan by the Secretariat of the SUN Civil Society Network due to limited resources (staffing and financial). However she stressed the importance that those activities currently not being fulfilled should be reconsidered once additional resources are made available to the CSN Network Secretariat.

Decision Two: the Management Committee approves the proposal for budget increase and project extension to the SUN Civil Society Network Secretariat against Grant 2 - Window II for a total of USD 180,054.65 and with 30 September 2016 as revised end date. Considering the limited capacity of the SUN Civil Society Network (CSN) Secretariat the Management Committee agrees with the reduced workplan presented in the budget revision justification. Once additional resources are

made available to the SUN CSN Secretariat, the Management Committee requests the Secretariat to reconsider those activities that are currently not being fulfilled.

4. Update on Window II projects implementation and extension

On this agenda item the Chair passed the floor to Florence Lasbennes, Head of the Secretariat.

She referred to the information present on the MPTF Gateway. As of May 2015 it is reported that expenditures for 60% of the total budgets approved have incurred against Window II Civil Society Alliances funded projects. This leaves a total unused balance of 40% of the total approved budget to Civil Society Alliances.

Majority of Window II MPTF funded projects ends in December 2015. All Participating UN Organizations have been invited to work with their Implementing Partners who may need to extend the periods of their projects after 2015. So far the Secretariat have received indications that 10 Civil Society Alliances will request extension in the use of their funds to 2016. More request for extensions are expected to come. It was reminded that all paperwork for the extension should be finalized at least one month before the current end of the project. The Secretariat remains available to provide assistance to PUNOs in extending these projects and invites all PUNOs to contact their Implementing Partners well in advance to ensure that the request is duly submitted within the deadline.

It was stressed that while such extensions will provide enough time for all activities to be completed in many cases they will not cover the cost of staff time for the extended implementation period. Civil Society Alliances are looking at possibilities of transitional and more sustainable support after 2015. They are advised to discuss with Donors at the country level before reaching out any other resort. This issue has been shared with the Donor Network. A more precise follow up conversation might be organized on the basis of the latest updates. As well this issue will be further discussed on the basis of the MPTF evaluation findings in 2016.

However due to the funding challenges that several Civil Society Alliances are already facing, the Management Committee was invited to share any particular advice or recommendation on the issue of sustainability of efforts and achievements by MPTF funded Civil Society Alliances after 2015.

DFID expressed the need for identifying where the critical financial gaps are so that decision for urgent actions can be taken. As well it would be useful to know which are the challenges and constraints that Civil Society Alliances are facing in-country when looking for financial support and similarly which are the constraints that in-country donor conveners are facing to finance CSAs.

The Secretariat from the SUN Civil Society Network informed the Management Committee that an e-mail is about to be sent out to all Civil Society Alliances (both to those funded by the MPTF and to those funded bilaterally). With this message CSAs which are currently developing funding plans and strategies for 2016 and beyond will be invited to share updates on the status of funding and will be encouraged to 1) contact donor convenor and donors directly in country to discuss continued funding support for CSA efforts in country; 2) in countries where pool fund facilities exist, like in Zambia, explore the possibility of getting support for CSA to contribute to implementation of the national nutrition plan; 3) engage and participate in costed plans development as opportunities to discuss potential inclusion of support for multi-stakeholder platforms and network; 4) actively contribute to multi-stakeholder round tables for increased investment in nutrition. It is expected that such an exercise will provide a clear overview of the funding situation and critical gaps to the Management Committee.

Decision three: The Management Committee requests to receive a more precise overview of current funding situation and critical financial gaps to CSAs. The Secretariat of the SUN Movement

will work with the Secretariat of the Civil Society Network and PUNOs to report back to the Management Committee with these elements.

5. Update on MPTF balance

Florence Lasbennes also provided an update on this agenda item. Since 2012 donors have contributed to the SUN Movement MPTF with a total deposit of approximately USD \$10 million. As of today the SUN Movement MPTF has disbursed USD 9.5 million to 29 approved projects (of which 24 Civil Society Alliances). The MPTF Office announced that as of today there is roughly USD 530,000 available to commit. However if from this this we deduct the amount awarded to the SUN Civil Society Network Secretariat and the amount earmarked for the MPTF Evaluation (including the contingency) the current uncommitted balance is of approximately USD 125,000 (corresponding to 1,25% of total deposits).

An update on the status of the proposals for supporting the Communities of Practice was provided. At the November 2014 face-to-face meeting the Management Committee agreed for the Secretariat to work closely with representatives from the four SUN Networks to develop concept notes and proposals for use of unallocated MPTF resource to support countries through the four communities of practice.

In January 2015 Management Committee approved the use of Window I to support the Community of Practice 1 on Planning, Costing, Implementing and Financing Multi-sectoral Actions for Improved Nutrition. 32 countries joined the exercise. The workshops on budget analysis took place during the month of April and proved being a great learning opportunities for SUN Countries. The costing workshop is rescheduled to November 2015. Ideas are emerging for a follow up proposal that would support country investment roundtables based on their existing costed plans and budget analysis.

On Community of Practice 4 on Functional Capacities for Coordinated and Effective Scaling up Nutrition in Action the SUN Business Network has decided not to move forward with the submission to the Management Committee of a project proposal to support this community of practice.

Regarding Community of Practice 2 on Social Mobilization, Advocacy and Communication for Scaling Up Nutrition and Community of Practice 3 on Reliable Monitoring of Progress, Evaluation of Outcomes and Demonstration of Nutrition Results it has been decided not to move forward with the development of concept notes to be presented to the Management Committee. The emergence of these Communities of Practice is indeed drawing upon the ongoing work and resources by partners of the Movement (i.e. the EC for COP3 and the Bill and Melinda Gates Foundation for COP4) who support these specific streams of work and no specific demand has emerged.

The Chair invited the Management Committee to consider options for the use of the remaining balance (USD 125,000). Few options were proposed:

- The Secretariat has been contacted by Ivory Coast which was not able to submit the revised project proposal within the deadline for the second call for proposal. They are now asking to resubmit it as the national context is more prone to the establishment of a civil society alliance. However the Secretariat is not of the idea that any new project proposal to Civil Society Alliances should be approved due to the very limited timeframe for an Alliance to be established (until December 2016 with no possibility of extension).
- Additional support to the Secretariat of the SUN Civil Society Network.

- Follow up proposal for COP1 to support the preparation of country investment roundtables.
- Or any other suggestions by the Management Committee.

There was consensus by the Management Committee that time is too short for a new proposal by Ivory Coast to be submitted. The two options that were requested for further considerations by the Management Committee were the follow up proposal for COP1 to support the preparation of country investment roundtables and a proposal for additional support to the Secretariat of the SUN Civil Society Network. Furthermore the Management Committee asked to consider the use of the uncommitted balance to cover immediate financial needs for existing CSAs projects.

Decision Four: the Management Committee requests the Secretariat of the SUN Movement to explore options for the use of the uncommitted balance (approximately USD 125,000) to be presented to the Management Committee for consideration. These options should be related to either the follow up to the work undertaken under the Community of Practice 1 or in relation to some immediate needs for Window II CSAs projects or CSN Secretariat additional support.